



City of Kingston Finance and Audit Committee
Meeting Agenda
Wednesday, January 29, 2020
6:30 PM
Conference Room 1
420 Broadway
Kingston, NY 12401

NEW BUSINESS

Sea Tow Lease

[20191213101300.pdf](#)

Authorize Bonding Broadway Streetscape Project

[20200123102004.pdf](#)

Additional Bonding Empire State Trail

[20200123102125.pdf](#)

Budget Transfer

[20200123102252.pdf](#)

Internal Transfer Police Vehicles

[20200123102435.pdf](#)

Budget Transfer

[20200123102610.pdf](#)

Budget Transfer

[20200123102722.pdf](#)

Internal Transfer

[20200123102848.pdf](#)

Budget Transfer

[20200123103313.pdf](#)

Property Transfer Youth Build

[20200123103451.pdf](#)

Budget Transfer

[20200123104404.pdf](#)

1OLD BUSINESS

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Common Council

Item Type: Proposed Resolution

Agenda Section:

Subject:

Sea Tow Lease

Suggested Action:

Attachments:

[20191213101300.pdf](#)



Sea Tow Mid Hudson
PO Box 456
Lake Katrine, NY 12449-0456
P 845.336.8145
F 845.331.2824
seatow.com

Janet,

As per our phone conversation this letter is to serve as my request to renew my dock lease with the city of Kingston for an additional 3 year term. Please forward this to the appropriate committee and inform me on any further steps needed to secure my dock space. Thanks again for the help getting this all arranged.

Sincerely

A handwritten signature in black ink, appearing to be "Joe Thomas", written over a large, stylized "R" that is part of the signature.

Captain Joe Thomas

Thomas Marine Service INC

DBA Sea Tow Mid Hudson

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Grants Management

Item Type: Proposed Resolution

Agenda Section:

Subject:

Authorize Bonding Broadway Streetscape Project

Suggested Action:

Attachments:

[20200123102004.pdf](#)

CITY OF KINGSTON
Office of Grants Management
grants@kingston-ny.gov

Kristen E. Wilson, Director



Steven T. Noble, Mayor

January 2, 2020

Honorable Andrea Shaut
President/Alderwoman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Resolutions to Authorize Bonding for the Broadway Streetscape Project and Award the Contract

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the Finance and Audit Committee on January 29, 2020 to discuss awarding of the construction contract for the Broadway Streetscape Project and authorization of a bond for the project. We anticipate awarding the construction contract in February so that construction can begin in March.

The project was advertised for bid on December 12, 2019, and the bid opening will take place on January 16, 2020. At that time we will know who will be the lowest bidder and what the entire project cost will be. We anticipate that we will need to request an authorization for an additional bond amount in order to award the construction contract. When we have received the bid results and have identified a responsible contractor, I will send the draft resolutions and committee reports for the bond authorization and the award of the contracts.

Along with this communication, I am sending a summary of the Broadway Streetscape Project construction elements and benefits to the community. Please feel free to contact me in advance of the meeting with any questions.

Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Kristen E. Wilson", is written over a light blue horizontal line.

Kristen E. Wilson

Broadway Streetscape Project

Construction Elements and Benefits to the Community

For detailed project information and links, visit <https://www.kingston-ny.gov/broadwaystreetscapeproject>

Construction Elements

This project renovates Broadway from East St. James Street to Grand Street and will include:

- new ADA accessible sidewalks
- paving of the entire roadway
- a new street lane configuration for parking, bikes, and vehicles that improve safety for all users
- synchronized traffic lights that will move vehicular traffic more quickly at a consistent, safe speed
- new traffic and wayfinding signs
- 49 bioswales that divert stormwater from flowing into the Rondout Creek, reduce the stormwater volume that goes to the city's water treatment plant, improve water quality, and add greenery
- 2 interpretive panels that explain the bioswales
- 22 benches
- 76 new healthy street trees that are appropriate for the environment and will not heave the sidewalk or road
- 235 deciduous shrubs, 1470 herbaceous plants
- 23 trash and 23 recycling cans
- 28 bike racks
- removal of antiquated parking meters (addition of modern parking kiosks will be completed in a separate contract)
- integration with the design of the I-587 roundabout and seamless connections for pedestrians and bicyclists from one project area to the other
- connection of the Kingston Greenline and Empire State Trail

Benefits to the Community

- **SAFETY** – According to a 36-month period (1/1/2011 – 12/31/2013) of crash data that was analyzed in 2014, 369 crashes occurred in the study area from Liberty St. to E. Chester St. With a calculated rate of 22.4 crashes per million vehicle miles traveled, the Broadway corridor has a relatively high crash rate for an urban corridor. (Source: <https://ulstercountyny.gov/planning/broadway-corridor>) The project has been designed to



reduce the specific kinds of crashed identified in the study to improve safety and reduce the likelihood of fatalities and serious injuries.

Broadway Streetscape Project Construction Elements and Benefits to the Community

- **ACCESSIBILITY**
for ALL – Broadway sidewalks do not currently meet ADA standards and bicyclists must currently use the vehicle traffic lane. The project will build complete ADA accessibility on the sidewalks and the crossings, and a two-way separated bicycle lane with signalization will accommodate



Figure 1: This rendering is provided to give an idea of what the bike lane and crosswalks may look like. It does not specifically represent the Broadway design. Parking spaces instead of raised concrete will be used as a buffer between traffic and the bike lane.

bicyclists and non-motorized traffic apart from motor vehicles. Crosswalk visibility and signals will also be upgraded. This will improve safety and accessibility for travelers of all abilities, ages, and income levels.

- **BETTER TRAFFIC FLOW** – The current Broadway signals are not coordinated, which causes a rush and stop experience for the driver. Also, motorists in the left lane who try to go faster or pass vehicle in the right lane often then find themselves behind a vehicle waiting to turn left. The road surface has potholes and inconsistencies that frustrate drivers. The project will synchronize the traffic lights and create a middle turning lane.



Figure 2: Traffic and pedestrian signals will be upgraded and improved.

This will decrease the travel time for motor vehicles from one end of Broadway to the other, improve the driver experience, and reduce dangerous driver behavior that results from trying to quickly navigate the current road configuration. The road will be repaved, smoothing out the driver experience.

Broadway Streetscape Project Construction Elements and Benefits to the Community

- **ENVIRONMENTAL SUSTAINABILITY –** Stormwater on Broadway currently flows to the sewer treatment plant or to the river. Existing trees are intermittent and are not the best choice for long-term vitality in Broadway street environment. The project will incorporate bioswales, which will allow stormwater to permeate the soil instead of going to the treatment plant or river. This will reduce non-point source pollution in the river and mitigate flooding in extreme weather events. Appropriate street trees have been chosen in consultation with the Tree Commission for installation in the bioswales and additional shrubs and flowers will green the street. In addition, the synchronized signalization will reduce motor vehicle idling, and the sidewalks and bike lanes will invite the community to utilize walking and bicycling as a form of transport. This, in turn, will reduce Kingston's contribution to greenhouse gases that cause climate change.

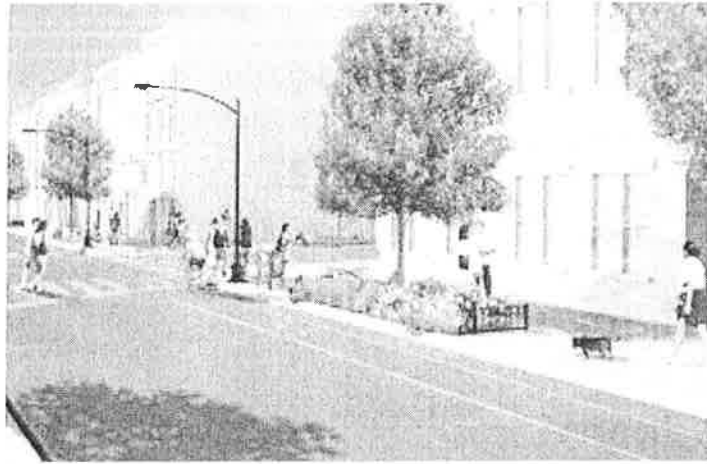


Figure 3: Rendering is provided only to show a bioswale example. The bike lane in this picture does not represent how the bike lane will look on Broadway.

- **AN INVITING STREETSCAPE FOR PEOPLE AND BUSINESS –** The project will install street furniture, bike racks, and garbage cans that are consistent with the styles

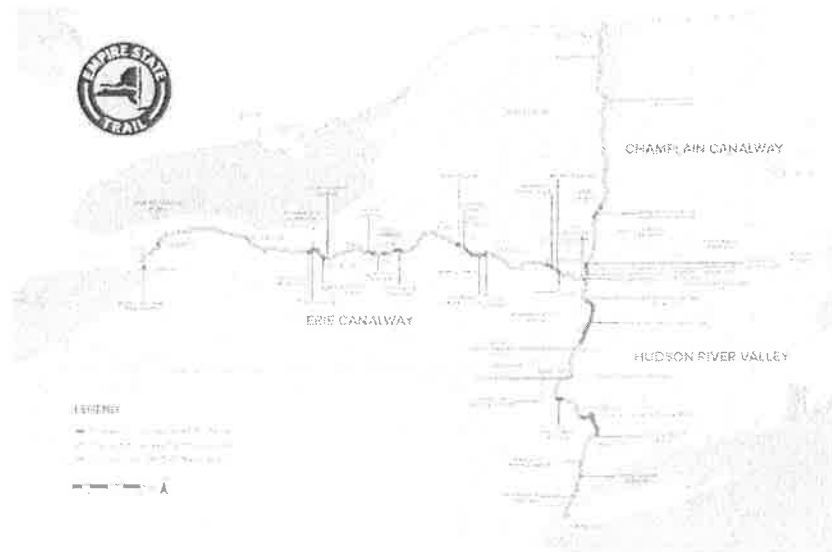


chosen for the Kingston Point Rail Trail. The streetscape will encourage people to walk, bicycle, linger, browse storefronts,

deposit trash in the correct place, and enjoy Midtown. Large *historic* bluestone slabs will be preserved in front of UPAC and other locations. (The majority of bluestone on Broadway is not historic and was replaced in the 1980s.) The streetscape will create a clean, inviting place where people will want to be, encourage spontaneous community and business interaction, and inspire economic investment into empty storefronts.

Broadway Streetscape Project Construction Elements and Benefits to the Community

- **MAKING CONNECTIONS** – The project will be on the Kingston Greenline and the Empire State Trail. People traveling on the state-wide system will be directed to experience all that Midtown Kingston has to offer. Greenline users will be able to connect from the Waterfront to Uptown in a safe and enjoyable manner. The project will connect the three business districts of Kingston laying the groundwork for stronger economic vitality across the City.



Figures 4, 5, & 6: The Empire State Trail travels through Kingston on the Kingston Greenline..



Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Grants Management

Item Type: Proposed Resolution

Agenda Section:

Subject:

Additional Bonding Empire State Trail

Suggested Action:

Attachments:

[20200123102125.pdf](#)

(F)

CITY OF KINGSTON
Office of Grants Management
grants@kingston-ny.gov

Kristen E. Wilson, Director



Steven T. Noble, Mayor

January 2, 2020

Honorable Andrea Shaut
President/Alderwoman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Resolution to Authorize Additional Bonding for the NYSDOT Empire State Trail Route 32 Sidewalks

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the Finance and Audit Committee on January 29, 2020 to discuss additional funds requested by the NYSDOT for the Empire State Trail Route 32 Sidewalks Project.

In July 2019, the Common Council approved a resolution committing local match of \$107,000 to the NYSDOT-managed project on the Empire State Trail that begins on Route 32 south of Kingston at Rockwell Lane (the trailhead for the Wallkill Valley Rail Trail) and continues to and along Greenkill Avenue to the bridge over Broadway. The project traverses Railroad Ave. and loops back to end on Broadway using Fashion Land and Thomas Street. The City had requested that sidewalks be included on the west side of Route 32 from Amy Kay Parkway to Klingberg Ave.

The NYSDOT advertised and received bids for the project. The lowest bid came in with sidewalk items over the engineer's estimate, and Kingston's share is now \$143,485.06. We would like to request authorization for an addition to the original bond for this project in the amount of \$36,485.06 to cover our share of the contract.

More information about the project can be found here: <https://www.kingston-ny.gov/estsouth> Questions about design should be directed to Mark Tiano at NYSDOT, and his information can be found on the webpage.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kristen E. Wilson".

Kristen E. Wilson

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION X _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Grants Management

DATE: 1/29/2020

Description:

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING AN AMENDMENT TO INCREASE THE BOND ORDINANCE DATED JULY 2, 2019 FOR \$107,000 BY \$36,485.06 TO TOTAL \$143,485.06 IN ORDER TO FUND THE LOCAL SHARE OF A NYSDOT-MANAGED PROJECT TO CONSTRUCT SIDEWALKS ON ROUTE 32 IN THE CITY OF KINGSTON FROM AMY KAY PARKWAY TO KLINGBERG AVENUE AS PART OF FEDERAL AID PROJECT PIN 8759.13.

Estimated Financial Impact: \$36,485.06

Signature _____

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING AN AMENDMENT TO INCREASE THE BOND ORDINANCE DATED JULY 2, 2019 FOR \$107,000 BY \$36,485.06 TO TOTAL \$143,485.06 IN ORDER TO FUND THE LOCAL SHARE OF A NYSDOT-MANAGED PROJECT TO CONSTRUCT SIDEWALKS ON ROUTE 32 IN THE CITY OF KINGSTON FROM AMY KAY PARKWAY TO KLINGBERG AVENUE AS PART OF FEDERAL AID PROJECT PIN 8759.13.

Sponsored by: Finance and Audit Committee Aldermen: Douglas Koop, Reynolds Scott-Childress, Tony Davis, Patrick O'Reilly, Steven Schabot

WHEREAS, a request has been made to increase the bond ordinance dated July 2, 2019 for \$107,000 by \$36,485.06 to total \$143,485.06 in order to fund the local share of a NYSDOT-Managed Project to construct sidewalks on Route 32 in the City of Kingston from Amy Kay Parkway to Klingberg Avenue as part of federal AID Project Pin 8759.13

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the Common Council authorizes an amendment to the bond ordinance dated July 2, 2019 that increases the amount from \$107,000 to \$143,485.06 to be provided through General Municipal bonding to fund the local share of a NYSDOT-Managed Project to construct sidewalks on Route 32 in the City of Kingston from Amy Kay Parkway to Klingberg Avenue as part of federal AID Project Pin 8759.13

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day

Approved by the Mayor this ____ day

of _____ 2020

of _____ 2020

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2020

RESOLUTION XXX OF 2020

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING AN AMENDMENT TO INCREASE THE BOND ORDINANCE DATED JULY 2, 2019 FOR \$107,000 BY \$36,485.06 TO TOTAL \$143,485.06 IN ORDER TO FUND THE LOCAL SHARE OF A NYSDOT-MANAGED PROJECT TO CONSTRUCT SIDEWALKS ON ROUTE 32 IN THE CITY OF KINGSTON FROM AMY KAY PARKWAY TO KLINGBERG AVENUE AS PART OF FEDERAL AID PROJECT PIN 8759.13.

Sponsored By: Finance/Audit Committee: Alderman Koop, Scott-Childress, Davis, Schabot

WHEREAS, a request has been made to increase the bond ordinance dated July 2, 2019 for \$107,000 by \$36,485.06 to total \$143,485.06 in order to fund the local share of a NYSDOT-Managed Project to construct sidewalks on Route 32 in the City of Kingston from Amy Kay Parkway to Klingberg Avenue as part of federal AID Project Pin 8759.13

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the Common Council authorizes an amendment to the bond ordinance dated July 2, 2019 that increases the amount from \$107,000 to \$143,485.06 to be provided through General Municipal bonding to fund the local share of a NYSDOT-Managed Project to construct sidewalks on Route 32 in the City of Kingston from Amy Kay Parkway to Klingberg Avenue as part of federal AID Project Pin 8759.13

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day of _____, 2020

Elisa Tinti, City Clerk

Approved by the Mayor this ____ day of _____, 2020

Steven T. Noble, Mayor

Adopted by Council on _____, 2020

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Community and Economic Development

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer

Suggested Action:

Attachments:

[20200123102252.pdf](#)

(F)

City of Kingston
Office of Economic and Community Development
brobinson@kingston-ny.gov

Steven T. Noble, Mayor



Brenna L. Robinson, Director

December 4, 2019

Dear Council President Shaut:

In an effort to ensure there is funding available in the budget, I respectfully request the following transfer:

Please transfer from A1 6989 11 5103 – Contracted Services - \$ 309.00
to A1 6989 14 5485 – General MA - \$ 309.00

There is no financial impact from this request. A committee report has been drafted to accompany this request.

Respectfully submitted,

Brenna L. Robinson

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER x _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Economic & Community Development

DATE December 4, 2019

Description: Transfer from Overtime

A1 6 6989 11 5103 \$ 309.00

to General Materials & Supplies A1 6 6989 14 5485 \$ 309.00

Financial Impact: none



Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Police

Item Type: Proposed Resolution

Agenda Section:

Subject:

Internal Transfer Police Vehicles

Suggested Action:

Attachments:

[20200123102435.pdf](#)

CITY OF KINGSTON

Police Department

police@kingston-ny.gov

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Egidio F. Tinti, Chief of Police



Steven T. Noble, Mayor

December 11, 2019

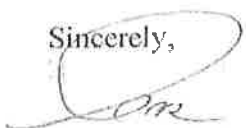
Honorable James Noble
Alderman-at-Large
420 Broadway
Kingston, NY 12401

Dear Mr. Noble,

I am respectfully requesting that you refer this internal transfer from our Contracted Services Account to our Motor Vehicle Account for the purchase of new police vehicles. This transfer is to cover the price increase from our previously approved purchase of four new police cars. We received the mini-bid results from the NYS OGS Procurement Office today and the price of the cars is more than originally estimated.

Thank you for your time and consideration in this matter. If you or your committee needs additional information, please do not hesitate to contact me.

Sincerely,


Egidio F. Tinti
Chief of Police
City of Kingston Police Department

EFT/mab
Enclosure

cc: Honorable Steven. T. Noble
Mayor, City of Kingston

John Tuey
City Comptroller

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION X
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Police

DATE: December 11, 2019

Description: Budget transfer for the 2019 Budget. This is request for an internal transfer from our Contracted Services Account to our Motor Vehicle Account for the purchase of new police vehicles. This money is in addition to the funds previous approved for this purchase.

Estimated Financial Impact: \$-0-

Signature



Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

2019 Budget Modification

Account #	Transfer Out of	Transfer Into
A1312012		
.203 Motor Vehicles		\$ 5,000.00
A1312014		
.472 Contracted Services	\$ 5,000.00	
TOTALS	\$ 5,000.00	\$ 5,000.00

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Fire Department

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer

Suggested Action:

Attachments:

[20200123102610.pdf](#)

CITY OF KINGSTON
Kingston Fire Department
mbrown@kingston-ny.gov

F

Mark Brown, Fire Chief



Steven T. Noble, Mayor

December 4, 2019

Alderman at Large Andrea Shaut
City of Kingston Common Council
420 Broadway
Kingston, NY 12401

Dear Alderman at Large Shaut,

Please consider approving the following Transfer according to the attached sheet. This \$104,796.93 to the Retirement Accumulation account will cover the retirements of 4 Firefighters and the Departments Secretary's final payouts.

Sincerely,

Mark Brown
Fire Chief

Cc: John Tuey
Finance Committee
Mayor Noble

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER <u> X </u>	TRANSFER _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT Kingston Fire Department

DATE 12/04/2019

Description: Please consider the following Transfer request to payout 4 Firefighter's and the Departments Secretary's Retirement Accumulation.

From Account	Amount	To Account	Amount
<u>Contingency</u>	<u>\$104,796.93</u>	<u>A3410.105</u>	<u>\$104,796.93</u>

Estimated Financial Impact \$104,796.93

Signature



Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Fire Department

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer

Suggested Action:

Attachments:

[20200123102722.pdf](#)

CITY OF KINGSTON
Kingston Fire Department
mbrown@kingston-ny.gov

F

Mark Brown, Fire Chief



Steven T. Noble, Mayor

December 4, 2019

Alderman at Large Andrea Shaut
City of Kingston Common Council
420 Broadway
Kingston, NY 12401

Dear Alderman at Large Shaut:

Please consider approving the following Transfer according to the attached sheet. This \$85,508.40 will cover the transfer of a position to the Building Safety Division which was moved from the Fire Department.

Sincerely,

Mark Brown
Fire Chief

Cc: John Tuey
Finance Committee
Mayor Noble

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER X
BONDING REQUEST _____
OTHER _____

DEPARTMENT Kingston Fire Department

DATE 12/04/2019

Description: Please consider the following transfer for a position move to the Building Safety Division.

From Account	Amount	To Account	Amount
3410.101	\$47,118.33	3620.101	\$47,118.33
3410.811	3,604.55	3620.811	3,604.55
3410.812	7,774.52	3620.812	7,774.52
3410.821	25,128.00	3620.821	25,128.00
3410.822	677.00	3620.822	677.00
3410.826	206.00	3620.826	206.00

Total \$85,508.40

Estimated Financial Impact 0

Signature 

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Parks and Recreation

Item Type: Budget Transfer

Agenda Section:

Subject:

Internal Transfer

Suggested Action:

Attachments:

[20200123102848.pdf](#)

(F)

City of Kingston
Parks and Recreation Department
kgilfeather@kingston-ny.gov

Steven T. Noble, Mayor



Kevin D. Gilfeather, Superintendent

December 11, 2019

James Noble, President, Common Council

420 Broadway

Kingston, NY 12401

Dear President Noble:

I am submitting a communication for an internal departmental budget transfer of funds to increase the expense lines in the **7020 - Administration** and **7110 - Parks accounts**, that have shortfalls and unanticipated equipment/vehicle repairs through the remainder of 2019. There is zero (0) financial impact to the City.

Transfer To: 7020.471 – Service Contracts - \$7500

7110.441 – Maintenance of Equipment - \$3000

7110.444 – Vehicle Maintenance - \$8500

Transfer From: 7020.472 – Contracted Services - \$8500

7110.472 – Contracted Services - \$10,500

If further information is required, please feel free to contact me, 481-7333 or via email, kgilfeather@kingston-ny.gov.

Sincerely,

Kevin D. Gilfeather

Superintendent

cc: Steven Noble, Mayor

John Tuey, Comptroller

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER X
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Parks and Recreation DATE 12.11/19

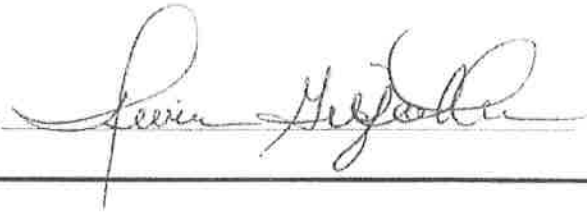
Description: Internal Departmental Transfer of funds to cover various account shortfalls and unanticipated equipment/vehicle repairs through the remainder of 2019. There will be zero financial impact, incurred.

TRANSFER TO: 7020.471 – Service Contracts - \$7500
7110.441 -- Maintenance of Equipment - \$3000
7110.444 – Vehicle Maintenance - \$8500

TRANSFER FROM: 7020.472 - Contracted Services - \$8500
7110.472 – Contracted Services - \$10,500

Estimated Financial Impact - 0 -

Signature



Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman, Ward 2		
Reynolds Scott-Childress, Ward 3		
Anthony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

Tinti, Elisa

From: Gilfeather, Kevin
Sent: Wednesday, December 11, 2019 10:41 AM
To: Tinti, Elisa; Tuey, John
Cc: Noble, Steve
Subject: Internal Department Budget Transfer Communication
Attachments: 20191211093525.pdf

As per the attached, if you would like the "hard copy", let me know and I will get that to you.

Kevin Gilfeather
Superintendent, Parks & Recreation Department
City of Kingston
467 Broadway
Kingston, NY 12401
(845)481-7333 (Office)
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kgilfeather@kingston-ny.gov

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Waste Water Treatment Plant

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer

Suggested Action:

Attachments:

[20200123103313.pdf](#)

(F)

THE CITY OF KINGSTON COMMON COUNCIL
FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER X _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT WASTE WATER TREATMENT PLANT DATE 2020 BUDGET _____

Description:

Replace grinder assembly at Wilbur Ave Pretreatment Station
Vogelsand XRipper twin-shaft grinder

Estimated Financial Impact 0

Signature

[Handwritten Signature]

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>
Douglas Koop, Chairman	
Reynolds Scott-Childress Ward 3	
Anthony Davis, Ward 6	
Patrick O'Reilly, Ward 7	
Steven Schabot, Ward 8	

FROM:

G1-1990-14-5404

\$40,000.00

TO:

G1-8121-12-5211

\$40,000.00

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Mayor

Item Type: Presentation Request

Agenda Section:

Subject:

Property Transfer Youth Build

Suggested Action:

Attachments:

[20200123103451.pdf](#)

(F)

Tinti, Elisa

From: Noble, Steve
Sent: Friday, January 03, 2020 11:39 AM
To: Shaut, Andrea
Cc: Tinti, Elisa; Smith, Summer
Subject: Youth Build Communication
Attachments: Ltr to Mayor - Property Transfer - Youth Build.pdf

Dear President Shaut,

I would respectfully request that the following letter from Bonnie Landi, Program Coordinator from Youth Build be forwarded to the appropriate committee. I am in full support of the Youth Build program and the request for a vacant City of Kingston tax foreclosure parcel to be donated to the effort and ask that the Common Council strongly consider this request.

Thank you,

-Steve

Steven T. Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401
845-334-3902
www.kingston-ny.gov



ULSTER YOUTHBUILD, LLC

2 Main Street, Box 5, Kingston, NY 12401 - (845) 331-2381 Fax (845) 331-2531

BONNIE LANDI, YouthBuild Executive Director
JOAN KEATING, YouthBuild Program Manager

YMCA, Partner
Ulster BOCES, Partner
RUPCO, Partner
UC AJC, Partner
UC Habitat for Humanity, Partner
City of Kingston, Partner

January 2, 2020

Steven T. Noble, Mayor
City of Kingston New York
City Hall – 420 Broadway
Kingston, NY 12401

Dear Mayor Noble:

I am sure you are aware that the Ulster YouthBuild, LLC Kingston Area YouthBuild (KAYB) program received a 2019 DOL YouthBuild award from the U.S. Department of Labor. Today I received our formal notice of award which includes as one of the conditions of the award, that the KAYB program receive a final commitment letter from the City of Kingston for donation of a city-owned property for our housing construction training component.

The letter you provided for our grant application indicated that if our application was successful you would request that the Common Council transfer property to Ulster YouthBuild, LLC for our housing construction training component. I have been in touch with Brenna Robinson, who conferred with the Corporation Counsel's office to ascertain availability of City-owned property for this purpose. A vacant land property located at 51-53 Sycamore Street has been identified for our use. We have already looked at the property and determined it is suitable for building the same house we are currently building on Emerick Street.

At this time, I write to request that you ask the Common Council to transfer the 51-53 Sycamore property to the Ulster YouthBuild, LLC so that the KAYB program can build a new home on the property. Once the house is completed it will be sold to a low-income first-time homebuyer, which is consistent with what YouthBuild has been doing in the city for many years.

The U.S. Department of Labor has given us only 30 days from today to submit a letter of commitment from the city along with completion of their ETA-9143 property identification form. Therefore, I would appreciate your expediting the request to the Common Council and getting your letter of commitment to me as soon as possible.

Thank you for your support of the YouthBuild program. We look forward to continuing our collaboration with the City in addressing the lack of affordable housing in Kingston, and for the opportunity to build another quality home for a low-income first-time homebuyer.

Sincerely,

Bonnie Landi, Executive Director
Ulster YouthBuild, LLC

Finance and Audit Committee Agenda Item Report

Meeting Date: January 29, 2020

Submitted by: Dee Sills

Submitting Department: Mayor

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer

Suggested Action:

Attachments:

[20200123104404.pdf](#)

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



January 14, 2020

Ald. At Large Andrea Shaut, President
City of Kingston Common Council
420 Broadway
Kingston NY 12401

RE: Budget Transfer – Shade Trees 8560

Dear Pres. Shaut:

I respectfully request that the following budget amendments be made to the City Shade Tree Budget for FY 2020. As you may be aware, the City was awarded a grant under the Urban and Community Forestry program of the NYS Department of Environmental Conservation to undertake a Tree Maintenance Removal Project. This grant was based on the successful completion of the prior street tree inventory grant and purchase of software, which has already proven to be useful in assessing applications and planning for future work needed.

The project is in the process of being bid, however, the money allocated in the 2019 budget will need to be transferred to the 2020 budget to allow the project to move forward. This project is very time sensitive as the NYS DEC has set standards for no removal of trees beyond March 31 of each year due precautionary measures for habitat preservation. Our next opportunity to address this work would have to wait until the fall of 2020. We would like to execute the work as soon as possible due to the conditions of some trees which are deemed unsafe. Removing threats to public safety, improving quality of life, preparing for future tree maintenance and responsible tree plantings will take this to the next level – tree replacement.

Therefore, I am requesting that the \$62,500.00 which was placed in the FY 2019 budget be put back into the FY 2020 budget under A1-8560.14.5472 (Contracted Services) in order that the project be carried out. I would also request the authorization of my office to execute any and all necessary documents.

I appreciate your consideration and am available should there be any questions.

Respectively,

Steven T. Noble, Mayor

Cc: Ald. J Ventura Morell, Tree Commission Liaison
Ald. D. Koop, Chair Finance
S. Cahill, Planning Director
J. Tuey, Comptroller
E. Norman, Supt. DPW
K. Gilfeather, Supt. Parks and Rec