



City of Kingston Finance and Audit Committee
Meeting Agenda
Monday, October 26, 2020
6:30 PM

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NEW BUSINESS

Budget Summary-DPW
[City of Kingston 2021 Budget Summary--DPW.xlsx](#)

Budget Summary-WWTP
[City of Kingston 2021 Budget Summary--WWTP.xlsx](#)

1 OLD BUSINESS

Finance and Audit Committee Agenda Item Report

Meeting Date: October 26, 2020

Submitted by: Elisa Tinti

Submitting Department: Common Council

Item Type: Informational Purposes

Agenda Section:

Subject:

Budget Summary-DPW

Suggested Action:

Attachments:

[City of Kingston 2021 Budget Summary--DPW.xlsx](#)

	SHEET 1	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		PUBLIC WORKS ADMINISTRATION (Pg. 105)			
1490 EXPENSES					
Personal Services		2020 Rev.	2020 Rec.		Fav/(Unfav)
101	Regular Pay	242,264	227,058		15,206
102	Longevity Pay	3,060	1,080		1,980
103	Overtime Pay	14,000	9,800		4,200
105	Retirement Accumulation	0	0		0
109	Temporary Status Change	250	250		0
111	Seasonal Employees	23,000	0		23,000
117	Vacation Payback	6,600	3,300		3,300
118	Standby Pay	9,840	9,840		0
124	Retroactive Pay	0	0		0
Sub- Total	Personal Services	299,014	251,328		47,686
Equipment					
203	Motor Vehicles	0	0		0
205	Data Processing Equipment	0	0		0
211	Other Equipment	0	0		0
Sub -Total	Equipment	0	0		0
Capital Outlay					
301	Contracted Services	0	0		0
302	Const. Materials & Supplies	3,000	0		3,000
	Capital Outlay	3,000	0		3,000
Contracted Services					
402	Office Supplies	3,500	2,900		600
408	Data Processing Supplies	3,000	2,300		700
421	Telephone	5,300	5,000		300
422	Electricity	7,000	8,500		(1,500)
423	Natural Gas	7,500	7,500		0
426	Vehicle Fuel	120,000	110,000		10,000
443	Maintenance of Building	5,000	3,800		1,200

444	Vehicle Maintenance	4,000	4,000		0
462	Dues, Seminars, Assoc. Fees	3,000	2,300		700
463	Postage, Freight, & Express	3,000	2,550		450
471	Service Contracts	6,900	3,800		3,100
472	Contracted Services	48,000	56,100		(8,100)
Sub-Total	Contracted Expenses	216,200	208,750		7,450
Employee Benefits					
811	Social Security	22,875	19,223		3,652
812	NYS Retirement	41,402	37,699		3,703
821	Hospital & Medical	109,078	109,973		(895)
822	Dental Insurance	3,004	2,705		299
826	Optical Insurance	914	914		0
834	Uniform Allowance	10,000	8,400		1,600
Sub-Total	Employee Benefits	187,273	178,914		8,359
TOTAL EXPENSE	Public Works Administration	705,487	638,992		66,495
	% of 2020 Expenses				9.4%
1490 REVENUES					
2000	Employees 10% Medical Ins.	67,500	70,000		2,500
2665	Sale of Used Equipment	5,000	5,000		0
2680	Insurance Recovery	10,000	10,000		0
TOTAL REVENUES	Public Works Administration	82,500	85,000		2,500
	% of 2020 Revenues				3.0%
REV. MINUS EXP.	Public Works Administration	(622,987)	(553,992)		68,995

	SHEET 2	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		BUILDINGS & GROUNDS (Pg. 109)			
1625 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
111	Seasonal Employees	10,500	88,400		(77,900)
112	Part Time Employees	41,654	40,254		1,400
Sub- Total	Personal Services	52,154	128,654		(76,500)
Capital Outlay					
301	Contracted Services	0	20,100		(20,100)
302	Const. Materials & Supplies	0	4,400		(4,400)
Sub- Total	Capital Outlay	0	24,500		(24,500)
Contracted Expenses					
426	Vehicle Fuel	0	17,000		(17,000)
441	Maintenance of Equipment	1,000	4,900		(3,900)
443	Maintenance of Building	3,000	9,600		(6,600)
444	Vehicle Maintenance	0	10,500		(10,500)
471	Service Contracts	0	24,000		(24,000)
472	Contracted Services	1,500	18,300		(16,800)
473	Equipment Rental	0	255		(255)
479	Minor Equipment	0	5,100		(5,100)
480	Safety Supplies	1,250	1,250		0
485	General Materials & Supplies	0	8,500		(8,500)
486	Cleaning & Sanitation Supplies	0	4,000		(4,000)
487	Const. Materials & Supplies	2,000	9,500		(7,500)
Sub Total	Contracted Expenses	8,750	112,905		(104,155)
Employee Benefits					
811	Social Security	3,990	9,850		(5,860)
812	NYS Retirement	6,248	6,038		210
834	Uniform Allowance	0	2,950		(2,950)
835	Meal Allowance	0	100		(100)
Sub-Total	Employee Benefits	10,238	18,938		(8,700)

TOTAL EXPENSE	Buildings & Grounds	71,142	284,997		(213,855)
	% of 2020 Expenses				-300.6%

	SHEET 3	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		CARPENTRY SERVICES (Pg. 107)			
1621 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	117,224	109852		7,372
102	Longevity Pay	3,250	1700		1,550
124	Retroactive Pay				0
Sub- Total	Personal Services	120,474	111,552		8,922
Contracted Services					
441	Maintenance of Equipment	500	380		120
444	Vehicle Maintenance	3,000	3000		0
479	Minor Equipment	500	380		120
487	Const. Materials & Supplies	2,000	1700		300
Sub-Total	Contracted Expenses	6,000	5,460		540
Employee Benefits					
811	Social Security	9,216	8,534		682
812	NYS Retirement	18,071	16,733		1,338
821	Hospital & Medical	33,480	32,520		960
822	Dental Insurance	1,624	1,462		162
826	Optical Insurance	494	494		0
Sub-Total	Employee Benefits	62,885	59,743		3,142
TOTAL EXPENSE	Carpentry Services	189,359	176,755		12,604
	% of 2020 Expenses				6.7%

	SHEET 4	CITY OF KINGSTON			
		2020 GENERAL FUND BUDGET			
	FLOOD & EROSION CONTROL (Pg. 134)				
8745 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
103	Overtime Pay	500	250		250
Sub- Total	Personal Services	500	250		250
Contracted Expenses					
422	Electricity	1600	2000		(400)
443	Maintenance of Building	250	190		60
474	Fixed Mechanical Equipment	250	190		60
487	Const. Materials & Supplies	500	380		120
Sub-Total	Contracted Expenses	2,600	2,760		(160)
Employee Benefits					
811	Social Security	38	19		19
812	NYS Retirement	75	38		37
Sub-Total	Employee Benefits	113	57		56
TOTAL EXPENSE	Flood & Erosion Control	3,213	3,067		146
	% of 2020 Expenses				4.5%

	SHEET 5	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		GARAGE (Pg. 118)			
5132 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	370,551	371,681		(1,130)
102	Longevity Pay	8,100	8,250		(150)
103	Overtime Pay	10,000	6,300		3,700
105	Retirement Accumulation	0	0		
109	Temporary Status Change	1,000	900		100
118	Standby Pay	10,920	10,920		0
124	Retroactive Pay	0	0		0
Sub- Total	Personal Services	400,571	398,051		2,520
Equipment					
203	Motor Vehicles	65,000	0		65,000
206	Computer Software	5,000	3,000		2,000
211	Other Equipment	12,700	0		12,700
Sub-Total	Equipment	82,700	3,000		79,700
Capital Outlay					
302	Const. Materials & Supplies	4,000	3,000		1,000
Contracted Expenses					
408	Data Processing Supplies	2,200	1,680		520
422	Electricity	17,000	14,000		3,000
423	Natural Gas	18,000	18,000		0
441	Maintenance of Equipment	6,000	5,100		900
443	Maintenance of Building	5,000	3,825		1,175
444	Vehicle Maintenance	12,000	12,000		0
461	Travel Reimbursement	250	190		60
472	Contracted Services	1,000	765		235
473	Equipment Rental	500	380		120
474	Fixed Mechanical Equipment	250	190		60

479	Minor Equipment	2,650	2,025		625
483	Electronic Materials & Supplies	300	230		70
484	Chemical materials & Supplies	2,000	1,530		470
486	Cleaning & Sanitation Supplies	1,000	765		235
487	Const. Materials & Supplies	2,500	1,900		600
Sub-Total	Contracted Expenses	70,650	62,580		8,070
Employee Benefits					
811	Social Security	30,808	30,615		193
812	NYS Retirement	60,086	59,708		378
821	Hospital & Medical	196,073	189,900		6,173
822	Dental Insurance	5,684	5,117		567
826	Optical Insurance	1,596	1,596		0
835	Meal Allowance	400	400		0
836	Tool Allowance	1,750	1,750		0
Sub-Total	Employee Benefits	296,397	289,086		7,311
TOTAL EXPENSE	Garage	854,318	755,717		98,601
	% of 2020 Expenses				11.5%
5132 REVENUES					
2011	Stadium Commission Reimb.	0	0		0
TOTAL REVENUES	Garage	0	0		0
REV. MINUS EXP.	Garage	(854,318)	(755,717)	0	98,601

	SHEET 6	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		LANDFILLS (Pg. 128)			
8163 EXPENSES					
		2020 Rev.	2021 Rec.		Fav/(Unfav)
Contracted Expenses					
444	Vehicle Maintenance	1,000	900		100
471	Service Contracts	17,000	15,300		1,700
472	Contracted Services	891,188	890,000		1,188
Sub-Total	Contracted Expenses	909,188	906,200		2,988
	% of 2020 Expenses				0.3%
8163 REVENUES					
2130	Refuse & Garbage Charge	25,000	25,000		0
2411	Hauling Fees	0	1,000		1,000
TOTAL REVENUES	Landfills	25,000	26,000		1,000
	% of 2020 Revenues				4.0%
REV. MINUS EXP.	Landfills	(884,188)	(880,200)		3,988

	SHEET 7	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		MAINTENANCE OF STREETS (Pg. 116)			
5110 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	377,480	412,768		(35,288)
102	Longevity Pay	8,100	9,100		(1,000)
103	Overtime Pay	40,000	28,000		12,000
109	Temporary Status Change	500	400		100
Sub- Total	Personal Services	426,080	450,268		(24,188)
Equipment					
203	Motor Vehicles	137,000	0		137,000
211	Other Equipment	15,100	0		15,100
Sub-Total	Equipment	152,100	0		152,100
Contracted Expenses					
441	Maintenance of Equipment	3,000	2,200		800
444	Vehicle Maintenance	28,000	28,000		0
487	Const. Materials & Supplies	55,048	30,000		25,048
Sub-Total	Contracted Expenses	86,048	60,200		25,848
Employee Benefits					
811	Social Security	32,633	34,484		(1,851)
812	NYS Retirement	63,912	67,540		(3,628)
821	Hospital & Medical	224,242	266,616		(42,374)
822	Dental Insurance	6,496	6,579		(83)
826	Optical Insurance	1,843	2,223		(380)
835	Meal Allowance	500	500		0
					0
Sub-Total		329,626	377,942		(48,316)
TOTAL EXPENSE	Maintenance of Streets	993,854	888,410		105,444

	% of 2020 Expenses				10.6%
5100 REVENUES					
2560	Street Opening Permits	130,000	175,000		45,000
2680	Insurance Recovery	5,000	5,000		0
3589	NYS Reimbursement	27,000	27,000		0
					0
TOTAL REVENUES	Maintenance of Streets	162,000	207,000	.	45,000
	% of 2020 Revenues				27.8%
REV. MINUS EXP.	Maintenance of Streets	(831,854)	(681,410)		150,444

	SHEET 8	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		COMMUNITY SERVICE--PIKE PLAN (Pg. 135)			
8989 EXPENSES					
		2020 Rev.	2021 Rec.		Fav/(Unfav)
Capital Outlay					
301	Contracted Services	0	0		0
Contracted Expenses					
422	Electricity	6,000	4,800		1,200
443	Maintenance of Building	6,000	4,500		1,500
					0
Sub-Total	Contracted Expenses	12,000	9,300		2,700
TOTAL EXPENSE	Community Service--Pike Plan	12,000	9,300		2,700
	% of 2020 Expenses				22.5%
8989 REVENUES					
2680		0	0		0
	Insurance Recovery				
REV. MINUS EXP.		(12,000)	(9,300)		2,700
	Community Service--Pike Plan				

	SHEET 9	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		RECYCLING (Pg. 129)			
8164 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	362,513	362,422		91
102	Longevity Pay	8,500	9,100		(600)
103	Overtime Pay	7,000	4,400		2,600
109	Temporary Status Change	1,000	900		100
124	Retroactive Pay				
Sub- Total	Personal Services	379,013	376,822		2,191
Contracted Expenses					
416	Educational Materials	12,000	7,000		5,000
444	Vehicle Maintenance	22,000	28,000		(6,000)
485	General Materials & Supplies	1,500	1,100		400
Sub-Total	Contracted Expenses	35,500	36,100		(600)
Employee Benefits					
811	Social Security	29,014	28,846		168
812	NYS Retirement	56,852	56,523		329
821	Hospital & Medical	188,506	169,380		19,126
822	Dental Insurance	6,496	5,848		648
826	Optical Insurance	1,577	1,444		133
835	Meal Allowance	250	250		0
Sub-Total	Employee Benefits	282,695	262,291		20,404
TOTAL EXPENSE	Recycling	697,208	675,213		21,995
	% of 2020 Expenses				3.2%
8164 REVENUES					
2133	Recycling Charges	500	1,000		500

2680	Insurance Recovery	500	500		0
TOTAL REVENUES	Recycling	1,000	1,500		500
	% of 2020 Revenues				50.0%
REV. MINUS EXP.	Recycling	(696,208)	(673,713)		22,495

	SHEET 10	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		REFUSE & GARBAGE (Pg. 124)			
8160 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	621,448	619,391		2,057
102	Longevity Pay	12,950	14,550		(1,600)
103	Overtime . Pay	13,000	8,100		4,900
109	Temporary Status Change	0	0		0
111	Seasonal Employees	0	24,500		(24,500)
124	Retroactive Pay	0			
Sub- Total	Personal Services	647,398	666,541		(19,143)
Contract Expenses					
444	Vehicle Maintenance	45,700	48,000		(2,300)
472	Contracted Services	1,250	955		295
485	General Materials & Supplies	6,000	4,600		1,400
487	Const. Materials & Supplies	500	380		120
					0
Sub-Total	Contracted Expenses	53,450	53,935		(485)
Employee Benefits					
811	Social Security	49,534	50,998		(1,464)
812	NYS Retirement	97,110	96,306		804
821	Hospital & Medical	313,728	315,432		(1,704)
822	Dental Insurance	11,368	10,234		1,134
826	Optical Insurance	2,660	2,660		0
835	Meal Allowance	100	100		0
Sub-Total	Employee Benefits	474,500	475,730		(1,230)
TOTAL EXPENSE	Refuse & Garbage	1,175,348	1,196,206		(20,858)
	% of 2020 Expenses				-1.8%

8160 REVENUES					
2130	Refuse & Garbage Charge	8,000	8,000		0
2131	Appliance Fees	1,000	1,500		500
2133	Additional Refuse Charge	50,000	60,000		10,000
2545	Hauler Registrations	35,000	38,000		3,000
2650	Sale of Scrap & Excess Mater	1,000	4,500		3,500
2680	Insurance Recovery	1,000	1,000		0
TOTAL REVENUES	Refuse & Garbage	96,000	113,000		17,000
	% of 2020 Revenues				17.7%
REV. MINUS EXP.	Refuse & Garbage	(1,079,348)	(1,083,206)		(3,858)

	SHEET 11	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		SAFETY OFFICER (Pg. 114)			
3989 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	34,535	35,438		(903)
102	Longevity Pay	0	0		0
103	Overtime Pay	1,500	800		700
Sub- Total	Personal Services	36,035	36,238		(203)
Contracted Services					
402	Office Supplies	500	380		120
404	Miscellaneous	250	190		60
408	Data Processing Supplies	500	380		120
444	Vehicle Maintenance	500	425		75
450	Physical Exams	5,500	5,500		0
462	Dues, Seminars, Assoc. Fees	1,500	1,000		500
479	Minor Equipment--Other	600	460		140
480	Safety Supplies	5,000	5,000		0
485	General Materials & Supplies	300	225		75
Sub-Total	Contracted Expenses	14,650	13,560		1,090
Employee Benefits					
811	Social Security	2,757	2,772		(15)
812	NYS Retirement	5,405	5,436		(31)
821	Hospital & Medical	24,384	10,368		14,016
822	Dental Insurance	650	585		65
826	Optical Insurance	198	91		107
Sub-Total	Employee Benefits	33,394	19,252		14,142
TOTAL EXPENSE	Safety Officer	84,079	69,050		15,029
	% of 2020 Expenses				17.9%

	Sheet 12	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		SHADE TREES (Pg. 133)			
8560 EXPENSES		2020 Rev.	2021 Rec		Fav/(Unfav)
Contracted Expenses					
	462 Dues, Seminars & Assoc. Fees	0	1,000		(1,000)
	472 Contracted Services	75,000	8,000		67,000
	472 General Materials & Supplies	0	250		(250)
Subtotal	Contracted Expenses	75,000	9,250		65,750
	% of 2020 Expenses				87.7%
8560 REVENUES					
	2070 Contrib.--private agency	500	0		(500)
	2770 Other Unclassified Revenue	0	600		600
	3389 NYS Grant	50,000	0		(50,000)
Total Revenues	Shade Trees	50,500	600		(49,900)
	% of 2020 Revenues				-98.8%
REVENUES MINUS EXP					
	Shade Trees	(24,500)	(8,650)		15,850

	SHEET 13	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		SNOW & ICE REMOVAL (Pg. 120)			
5142 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
103	Overtime Pay	85,000	56,000		29,000
128	Snow Incentive	6,000	0		6,000
Sub-Total	Personal Services	91,000	56,000		35,000
Equipment					
211	Other Equipment	0	0		0
Sub-Total	Equipment	0	0		0
Contracted Expenses					
441	Maintenance of Equipment	8,000	6,100		1,900
444	Vehicle Maintenance	44,000	44,000		0
487	Const. Materials & Supplies	156,188	105,000		51,188
					0
Sub-Total	Contracted Expenses	208,188	155,100		53,088
Employee Benefits					
811	Social Security	7,115	4,437		2,678
812	NYS Retirement	13,650	8,400		5,250
835	Meal Allowance	2,000	2,000		0
Sub-Total	Employee Benefits	22,765	14,837		7,928
TOTAL EXPENSE	Snow & Ice Removal	321,953	225,937		96,016
	% of 2020 Expenses				29.8%
5142 REVENUES					
2665	Sale of Used Equipment	1,000	1,000		0
	% of 2020 Revenues				0.0%

REV. MINUS EXP.	Snow & Ice Removal	(320,953)	(224,937)		96,016

	SHEET 14	CITY OF KINGSTON		
		2021 GENERAL FUND BUDGET		
		SOLID WASTE MANAGEMENT FACILITY (Pg. 126)		
8161 EXPENSES				
Personal Services		2020 Rev.	2021 Rec.	Fav/(Unfav)
101	Regular Pay	40,866	41,994	(1,128)
102	Longevity Pay	0	0	0
103	Overtime Pay	10,000	12,000	(2,000)
109	Temporary Status Change	1,500	800	700
Sub- Total	Personal Services	52,366	54,794	(2,428)
Contracted Expenses				
421	Telephone	400	360	40
422	electricity	1,900	1,900	0
443	Maintenance of Building	1,500	1,100	400
444	Vehicle Maintenance	4,000	4,000	0
471	Service Contracts	4,000	2,000	2,000
472	Contracted Services	5,000	3,825	1,175
Sub-Total	Contracted Expenses	16,800	13,185	3,615
Employee Benefits				
811	Social Security	4,006	4,192	(186)
812	NYS Retirement	7,855	8,219	(364)
821	Hospital & Medical	3,000	30,456	(27,456)
822	Dental Insurance	812	731	81
826	Optical Insurance	247	247	0
Sub-Total	Employee Benefits	15,920	43,845	(27,925)
TOTAL EXPENSES	Solid Waste Management Fac.	85,086	111,824	(26,738)
	% of 2020 Expenses			-31.4%
8161 REVENUES				
2130	Refuse & Garbage Charge	50,000	50,000	0

2650	Sale of Scrap Material	2,000	2,000		0
2680	Insurance Recovery	0	0		0
TOTAL REVENUES	Solid Waste Management Fac.	52,000	52,000		0
	% of Total 2020 Revenues				0.0%
REV. MINUS EXP.	Solid Waste Management Fac.	(33,086)	(59,824)		(26,738)

	Sheet 15	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		STORM SEWERS (Pg. 123)			
		2020 Rev.	2021 Rec.		Fav/(Unfav)
8140 EXPENSES					
Capital Outlay					
302	Constr. Materials & Supplies	0	0		0
Sub-Total	Capital Outlay	0	0		0
Contracted Expenses					
441	Maintenance of Equipment	500	250		250
444	Vehicle Maintenance	1,000	900		100
472	Contracted Services	1,000	765		235
487	Const. Materials & Supplies	25,000	21,000		4,000
Sub-Total	Contracted Expenses	27,500	22,915		4,585
TOTAL EXPENSES		27,500	22,915		4,585
	% of 2020 Expenses				16.7%

	SHEET 16	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		STREET CLEANING (Pg. 131)			
8170 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	193,023	146,263		46,760
102	Longevity Pay	5,700	4,350		1,350
103	Overtime Pay	4,000	2,500		1,500
109	Temporary Status Change	200	180		20
110	Shift Differential	500	400		100
Sub- Total	Personal Services	203,423	153,693		49,730
Contracted Expenses					
441	Maintenance of Equipment	1,000	765		235
444	Vehicle Maintenance	25,000	25,000		0
472	Contracted Services	25,000	13,250		11,750
473	Equipment Rental	10,000	7,650		2,350
479	Minor Equipment--Other	3,000	2,295		705
482	Mechanical Materials & Supplies	500	380		120
487	Const. Materials & Supplies	2,500	1,900		600
Sub-Total	Contracted Expenses	67,000	51,240		15,760
Employee Benefits					
811	Social Security	15,577	11,773		3,804
812	NYS Retirement	30,513	23,054		7,459
821	Hospital & Medical	119,609	89,496		30,113
822	Dental Insurance	3,248	2,193		1,055
826	Optical Insurance	988	741		247
835	Meal Allowance	200	200		0
Sub-Total	Employee Benefits	170,135	127,457		42,678
TOTAL EXPENSE	Street Cleaning	440,558	332,390		108,168
	% of 2020 Expenses				24.6%

8170 REVENUES					
2189	Contract Returns	7,000	7,000		0
TOTAL REVENUES	Street Cleaning	7,000	7,000		0
	% of 2020 Revenues				0.0%
REV. MINUS EXP.	Street Cleaning	(433,558)	(325,390)		108,168

	Sheet 17	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		STREET LIGHTING (Pg. 121)			
5182 EXPENSES		2020 Rev.	2021 Rec		Fav/(Unfav)
Personal Services					
103	Overtime Pay	1,000	600		400
Contracted Expenses					
422	Electricity	174,000	155,000		19,000
472	Contracted Services	1,500	1,100		400
483	Electr. Materials & Supplies	15,000	11,400		3,600
487	Const. Materials & Supplies	4,000	3,000		1,000
Sub-total	Contracted Expenses	194,500	170,500		24,000
Employee Benefits					
811	Social Security	77	46		31
812	NYS Retirement	150	90		60
Sub-total	Employee Benefits	227	136		91
TOTAL EXPENSE	Street Lighting	195,727	171,236		24,491
	% of 2020 Expenses				12.5%

	SHEET 18	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		TRAFFIC CONTROL (Pg. 110)			
3310 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	139,213	139,213		0
102	Longevity Pay	4,150	4,000		150
103	Overtime Pay	2,000	1,400		600
110	Shift Differential	1,400	850		550
124	Retroactive Pay				
Sub- Total	Personal Services	146,763	145,463		1,300
Contracted Expenses					
408	Data Processing Supplies	1,100	840		260
441	Maintenance of Equipment	2,300	1,755		545
444	Vehicle Maintenance	5,000	4,800		200
487	Const. Materials & Supplies	37,897	29,300		8,597
Sub-Total	Contracted Expenses	46,297	36,695		9,602
Employee Benefits					
811	Social Security	11,227	11,128		99
812	NYS Retirement	22,014	21,819		195
821	Hospital & Medical	74,153	56,016		18,137
822	Dental Insurance	2,436	2,193		243
826	Optical Insurance	608	475		133
					0
Sub-Total	Employee Benefits	110,438	91,631		18,807
TOTAL EXPENSE	Traffic Control	303,498	273,789		29,709
	% of 2020 Expenses				9.8%
3310 REVENUES					
2680	Insurance Recovery	10,000	10,000		0
	% of 2020 Revenues				0.0%

REV. MINUS EXP.		(293,498)	(263,789)		29,709
	Traffic Control				

	SHEET 19	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		TRAFFIC SIGNAL (Pg. 112)			
3311 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	56,059	54,932		1,127
103	Overtime Pay	2,000	1,400		600
124	Retroactive Pay	0	0		0
Sub- Total	Personal Services	58,059	56,332		1,727
Equipment					
211	Other Equipment	0	0		0
Sub-Total	Other Equipment	0	0		0
Contracted Expenses					
422	Electricity	31,000	26,000		5,000
444	Vehicle Maintenance	10,000	10,000		0
472	Contracted Services	5,000	3,800		1,200
487	Cons. Materials & Supplies	12,000	7,000		5,000
Sub-Total	Contracted Expenses	58,000	46,800		11,200
Employee Benefits					
811	Social Security	4,442	4,309		133
812	NYS Retirement	8,709	8,450		259
821	Hospital & Medical	30,480	3,000		27,480
822	Dental Insurance	812	731		81
826	Optical Insurance	247	114		133
Sub-Total	Employee Benefits	44,690	16,604		28,086
TOTAL EXPENSE	Traffic Signal	160,749	119,736		41,013
	% of 2020 Expenses				25.5%

3311 REVENUES					
2680	Insurance Recovery	10,000	10,000		0
	% of 2020 Revenues				0.0%
REV. MINUS EXP.	Traffic Signal	(150,749)	(109,736)		41,013

	Sheet 20	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		BUS OPERATIONS (Pg. 122)			
5630 EXPENSES		2020 Rev.	2021 Rec.		Fav/(Unfav)
Contracted Expenses					
472 Contracted Services		225,000	225,000		0
TOTAL EXPENSES		225,000	225,000		0
	% of 2020 Expenses				0.0%
REVENUES	U.C. Reimbursement	12,000	12,000		0
	% of 2020 Revenues				0.0%
REVENUES MINUS EXP.		(213,000)	(213,000)		0

		Sheet 21	CITY OF KINGSTON			
			2021 GENERAL FUND BUDGET			
			DEPARTMENT OF PUBLIC WORKS			
			Fav/(Unfav) Variances			
Sheet #	Page #	Department	Expenses	Revenues		TOTAL VAR.
1	105	Administration	66,495	2,500		68,995
2	109	Building & Grounds	(213,855)	0		(213,855)
3	107	Carpentry Services	12,604	0		12,604
4	134	Flood Erosion & Control	146	0		146
5	118	Garage	98,601	0		98,601
6	128	Landfills	2,988	1,000		3,988
7	116	Maintenance of Streets	105,444	45,000		150,444
8	135	Community Service--Pike Plan	2,700	0		2,700
9	129	Recycling	21,995	500		22,495
10	124	Refuse & Garbage	(20,858)	17,000		(3,858)
11	114	Safety Officer	15,029	0		15,029
12	133	Shade Trees	65,750	(49,900)		15,850
13	120	Snow & Ice Removal	96,016	0		96,016
14	126	Solid Waste Management Facility	(26,738)	0		(26,738)
15	123	Storm Sewers	4,585	0		4,585
16	131	Street Cleaning	108,168	0		108,168
17	121	Street Lighting	24,491	0		24,491
18	110	Traffic Control	29,709	0		29,709
19	112	Traffic Signal	41,013	0		41,013
		SUB TOTAL: NON BUS OPS VARIANCE	434,283	16,100		450,383
20	122	Bus Operations	0	0		0
21		TOTAL DPW VARIANCE	434,283	16,100		450,383
		% of Total 2020 Expenses or Revenues	5.77%	3.16%		

Finance and Audit Committee Agenda Item Report

Meeting Date: October 26, 2020

Submitted by: Elisa Tinti

Submitting Department: Common Council

Item Type: Informational Purposes

Agenda Section:

Subject:

Budget Summary-WWTP

Suggested Action:

Attachments:

[City of Kingston 2021 Budget Summary--WWTP.xlsx](#)

	SHEET 1	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		WASTE WATER TREATMENT (Pg. 169)			
G1-8130 EXPENSES		2020 Rev.	2021 Rec.		Fav/(Unfav)
Personal Services					
101	Regular Pay	447,090	444,154		2,936
102	Longevity Pay	9,800	9,350		450
103	Overtime Pay	117,642	117,642		0
108	Comp Time Payout	0	0		0
109	Temporary Status Change	5,118	5,118		0
110	Shift Differential	2,808	2,808		0
118	Standby Pay	7,800	7,800		0
124	Retroactive Pay	0	0		0
128	Snow & Ice Incentive	2,400	0		2,400
Sub- Total	Personal Services	592,658	586,872		5,786
Equipment					
211	Other Equipment	90,107	0		90,107
Sub Total	Equipment	90,107	0		90,107
Contracted Expenses					
401	General Contract Expense	54,864	61,864		(7,000)
402	Office Supplies	1,515	1,515		0
403	books, Literature, Periodicals	210	210		0
411	Consultants	20,910	25,000		(4,090)
421	Telephone	1,440	1,740		(300)
422	Electricity	155,000	155,000		0
423	Natural Gas	21,000	19,000		2,000
424	Fuel Oil	3,720	3,500		220
426	Vehicle Fuel	5,291	4,000		1,291
430	Multi-Peril Insurance	140,000	140,000		0
443	Maintenance of building	3,500	3,500		0
444	Vehicle Maintenance	20,895	12,000		8,895
462	Dues, Seminars, Assoc. Fees	2,603	2,603		0
463	Postage, Freight & Express	200	200		0
464	Advertising	100	0		100
470	ASLAN Contract	0	0		0
471	Service contracts	11,619	11,000		619

472	Contracted Services	0	0		0
474	Fixed Mechanical Equipment	45,025	45,025		0
479	Minor Equipment	1,896	1,896		0
481	Lab Materials & Supplies	5,000	5,000		0
482	Mechanical Materials & Supplies	3,500	3,500		0
483	Electrical Materials & Supplies	34,259	28,565		5,694
484	Chemical materials & Supplies	102,978	60,000		42,978
485	General Materials & Supplies	1,890	1,890		0
486	Cleaning & Sanitation Supplies	6,088	6,088		0
487	Plant Maintenance Supplies	7,090	6,430		660
498	Sludge Disposal	240,667	215,000		25,667
Sub-Total	Contracted Expenses	891,260	814,526		76,734
Employee Benefits					
811	Social Security	45,369	44,907		462
812	NYS Retirement	88,899	88,031		868
821	Hospital & Medical	164,814	166,356		(1,542)
822	Dental Insurance	7,308	6,579		729
826	Optical Insurance	1,425	1,425		0
834	Uniform Allowance	4,346	4,346		0
835	Meal Allowance	150	150		0
836	Tool Allowance	250	0		250
Sub-Total	Employee Benefits	312,561	311,794		767
TOTAL EXPENSE	WWTP	1,886,586	1,713,192		173,394
	% of 2020 Expenses				9.2%
G1-8130 REVENUES					
2000	Employees 10% Medical Ins.	12,000	16,000		4,000
2123	Other Income--Leachate	260,000	150,000		(110,000)
2374	Port Ewen Cost Portion	235,000	225,000		(10,000)
2401	Interest & Earnings	15,000	5,000		(10,000)
2680	Insurance Recovery	0	0		0
2776	Other Reimbursement	0	0		0
3389	NYS Grant	0	0		0
4589	Federal Assistance	0	0		0
TOTAL REVENUES	WWTP	522,000	396,000		(126,000)
	% of 2020 Revenues				-24.1%

REV. MINUS EXP.	WWTP	(1,364,586)	(1,317,192)		47,394
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	SHEET 2	CITY OF KINGSTON			
		2021 GENERAL FUND BUDGET			
		WWTP PUMPING STATION (Pg. 166)			
G1-8121 EXPENSES					
Personal Services		2020 Rev.	2021 Rec.		Fav/(Unfav)
101	Regular Pay	87,535	81,755		5,780
102	Longevity Pay	2,100	0		2,100
103	Overtime Pay	4,999	4,500		499
109	Temporary Status Change	0	0		0
Sub- Total	Personal Services	94,634	86,255		8,379
EQUIPMENT					
211	Other Equipment	49,800	9,800		40,000
Contracted Expenses					
421	Telephone	420	420		0
422	Electricity	43,000	43,000		0
423	Natural Gas	750	750		0
424	Fuel Oil	760	500		260
426	Vehicle Fuel	5,639	5,500		139
443	Maintenance of building	3,500	3,500		0
444	Vehicle Maintenance	2,500	2,500		0
471	Service Contracts	8,322	8,000		322
472	Contracted Services	5,500	5,500		0
474	Fixed Mechanical Equipment	14,743	13,500		1,243
483	electrical Materials & Supplies	5,800	4,000		1,800
484	Chemical Materials & Supplies	19,496	19,496		0
487	Const. Materials & Supplies	950	950		0
498	Sludge Removal	0	0		0
Sub-Total	Contracted Expenses	111,380	107,616		3,764
Employee Benefits					
811	Social Security	7,262	6,602		660
812	NYS Retirement	14,195	12,938		1,257
821	Hospital & Medical	60,960	59,040		1,920
822	Dental Insurance	1,624	1,462		162
826	Optical Insurance	494	494		0
834	Uniform Allowance	852	300		552

835	Meal Allowance	50	50		0
836	Tool Allowance	250	0		250
Sub-Total	Employee Benefits	85,687	80,886		4,801
TOTAL EXPENSE	WWTF Pumping Station	341,501	284,557		56,944
	% of 2020 Expenses				16.7%