



City of Kingston Finance and Audit Committee
Meeting Agenda
Wednesday, February 13, 2019
6:30 PM

NEW BUSINESS

NYSDEC Flatbush & Foxhall Project

[20190211152050.pdf](#)

Volunteer Fireman's Museum

[communication 2-19 Volunteer Fireman's Hall & Museum.pdf](#)

Short Term Capital Purchases

[20190211113416.pdf](#)

Budget Transfer Natural Resources Inventory Grant

Budget Modification Kingston Point Beach ADA

Budget Transfer Municipal Waste Recycling

Budget Modification Clean Energy

[20190211114701.pdf](#)

Internal Transfer

[20190211115000.pdf](#)

Pedestrian & Bicycle Master Plan

[20190211115310.pdf](#)

Franklin Street Complete Streets

[20190211115632.pdf](#)

Twaalfskill Creek Drainage Analysis

[Communication 2-19 Twaalfskill Creek Drainage Analysis.pdf](#)

Midtown Parking Lots Green Innovation

[20190211120220.pdf](#)

Budget Transfer Optical Insurance

[20190211120414.pdf](#)

Budget Transfer Medical Insurance

[20190211120536.pdf](#)

Budget Transfer Dental Insurance

[20190211120713.pdf](#)

Budget Transfer General Funds

[20190211121320.pdf](#)

Budget Transfer 2019 - DEC Urban and Community Forestry Grant T00630GG

Suggested Action: Refer to Finance and Audit Committee

[Budget Transfer 2019 - \\$62,500.pdf](#)

Budget Transfer 2019 - Urban and Community Forestry Grant T00421G

Suggested Action: Refer to Finance and Audit Committee

[Budget Transfer 2019 - \\$1305.pdf](#)

Bond Resolution for Waterfront Resiliency Project Design

[2019-2-1 Letter to Council Regarding a Bond Resolution for the Waterfront Resiliency Project.pdf](#)

[Committee Report-FIN Waterfront Resiliency Bond.DOCX](#)

[DRAFT Resolution-Authorize Bond Waterfront Resiliency .docx](#)

RFP - Auditing Services

Suggested Action: Refer to Finance and Audit Committee

[190201124931_0001.pdf](#)

2018 Sewer Fund Budgetary Transfer - Retroactive Pay

Suggested Action: Refer to Finance and Audit Committee

[Retro Pay Sewer Fund.pdf](#)

1 OLD BUSINESS

1.a. Pike Plan Repair

[20190122111315.pdf](#)

1.b. Home Rule Request

[20190211105807.pdf](#)

1.c. Citibus Merger

[20190211123026.pdf](#)

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Community and Economic Development

Item Type: Proposed Resolution

Agenda Section:

Subject:

NYSDEC Flatbush & Foxhall Project

Suggested Action:

Attachments:

[20190211152050.pdf](#)

F.E.D. 4

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

Kristen Wilson, Director



Steven T. Noble, Mayor

January 31, 2019

Honorable James L. Noble, Jr.
President/Alderman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Expend Resolutions for the NYSDEC Flatbush & Foxhall Project

Dear President Noble,

This is a request for placement on the agenda of the next appropriate Committee, expected to be the Finance and Audit Committee, to discuss the adoption of an expend funds resolution for a NYSDEC Climate Smart Communities grant for the Safe and Accessible Flatbush and Foxhall Project. The Council passed a resolution in June 2018 authorizing the Mayor to apply for the grant and execute contract documents. The grant was awarded in December 2019.

The purpose of the project is to design and construct 0.54 miles of ADA accessible sidewalks and bicycle infrastructure on Flatbush Ave. and on part of Foxhall Ave. It will include ADA sidewalk ramps, crosswalks, driveway aprons, pedestrian waiting stations at the Flatbush railroad crossing, and street trees.

In addition to this agenda item, you will be receiving communications this month from the Engineering and Health and Wellness Departments regarding resolutions needed for other grants awarded through the NYS Consolidated Funding Application process. I will be at the meeting to answer questions for any of the grant-funded projects.

Please feel free to contact me with any questions regarding the project. Thank you for your consideration.

Sincerely,

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

Kristen E. Wilson

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE CLIMATE SMART COMMUNITIES GRANT FROM THE NYSDEC FOR THE SAFE AND ACCESSIBLE FLATBUSH AND FOXHALL AVENUES PROJECT

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

WHEREAS, the City of Kingston has been awarded a Climate Smart Communities Grant in the amount of \$772,752 from the NYSDEC for the Safe and Accessible Flatbush and Foxhall Avenues Project; and

WHEREAS, the matching funding requirements of \$772,752, 50% of the total project cost of \$1,545,504, are expected through in-kind donation, force account, bond, another grant, and private contributions; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

WHEREAS, the action is categorized under 6 NYCRR, Part 617.5 as Type II.

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the NYSDEC.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Safe and Accessible Flatbush and Foxhall Avenues Project.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2019

Approved by the Mayor this ____ day
of _____ 2019

Carly Williams, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT Grants Management DATE 2/1/2019

A resolution authorizing the Mayor of the City of Kingston to expend funds in the first instance under the terms of the Safe and Accessible Flatbush and Foxhall Avenues Project.

Estimated Financial
Impact \$772,752 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		
Steven Schabot, Ward 8		
Patrick O'Reilly Ward 7		

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Common Council

Item Type: Informational Purposes

Agenda Section:

Subject:

Volunteer Fireman's Museum

Suggested Action:

Attachments:

[communication 2-19 Volunteer Fireman's Hall & Museum.pdf](#)

January 21, 2019

James L. Noble, Jr.
Alderman-at-Large
Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

CC: Mayor Steve Noble
CC: Bill Knowles

Re: Volunteer Firemen's Hall and Museum

Dear Mr. Noble:

I would like to express our organizations support in furtherance of the Volunteer Firemen's Hall and Museum of Kingston, for your consideration, support and that of the entire common council in ensuring that the future presence of this one of a kind museum in Ulster County remains in existence for future generations to come.

Our organization, The Fairchester Hose Haulers of the Hudson Valley, originally organized in the late 1960's as The Fairchester Hose Haulers by members of local fire departments in Fairfield County, CT and Westchester County, NY in order to promote the fire services and raise awareness in order to preserve older fire apparatus. The (new) Fairchester Hose Haulers of the Hudson Valley were reorganized and became a recognized Chapter of SPAAMFAA in 2013. We still have the same objective which is to promote the heritage of the fire service and to build an awareness of the joy of restoring and preserving antique fire apparatus. That's why we know how cognizant you and the other members of the common council are about the importance of preserving the gem of a museum you have in your city.

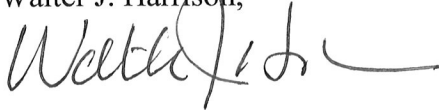
The Fairchester Hose Haulers hosted the 2016 Summer National SPAAMFAA (The Society for the Preservation and Appreciation of Antique Motor Fire Apparatus in America) Convention and Muster in Middletown, New York, August 10-13. There were over 100 pieces of antique fire apparatus in attendance from all over the US & Canada. One of the highlights of this convention was when two bus-loads of convention attendees visited the Volunteer Firemen's Hall and Museum in Kingston. This museum is rich in history which must never be lost. We have been attending the annual muster in Kingston for nearly thirteen years now, bringing antique and historical fire apparatus to this well attendant annual event.

As Alderman-at-Large of Kingston, you more than anyone else, understands the importance of preserving your city's history. This two-story, two-bay fire station (originally

Wiltwyck Fire Station) was built in 1857 and today is listed in the National Register of historic places. In the spirit of preservation and longevity of this little gem of a museum, we are strongly urging you and the common council members to fund the capital improvement plans for this historical site. We and many other people throughout the years have enjoyed the beauty and historical significance of this museum. We would like to know that future generations can also enjoy the same experience.

Sincerely,

Walter J. Harrison,

A handwritten signature in black ink, appearing to read 'Walter J. Harrison', with a long horizontal flourish extending to the right.

President, Fairchester Hose Haulers of the Hudson Valley

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Parks and Recreation

Item Type: Proposed Resolution

Agenda Section:

Subject:

Short Term Capital Purchases

Suggested Action:

Attachments:

[20190211113416.pdf](#)

CITY OF KINGSTON
Office of Environmental Education and Sustainability
 climatesmart@kingston-ny.gov

Julie L. Noble, Coordinator



Steven T. Noble, Mayor

February 1, 2019

Mr. James L. Noble, Jr.
 Alderman-At-Large
 President of the Common Council
 Kingston City Hall
 420 Broadway
 Kingston, New York 12401

RE: 2019 Short Term Capital Purchases from Fund Balance

Dear President Noble:

On November 5th, 2018 the Finance and Audit Committee approved Mayor Noble's request to spend \$271,500 from the fund balance on new vehicles to be used in four City departments. The Common Council approved this request at their regular meeting on November 6th, 2018. Subsequently to those approvals advertisements for bids were put out for the 7 vehicles to be purchased in the Mayor's request. We received bids for the 3 police vehicles and the SUV for Kingston Fire Department. However no bids were received for our request of 3 AWD plug-in hybrid vehicles for the Building Department (2) and Parking Enforcement (1). As a result the 3 vehicles were not procured and the approved \$112,500 was not spent in 2018. Our inability to procure the 3 vehicles resulted from the limited availability of these new vehicles in the New York state vehicles procurement system, and the compressed purchase timeline of one month.

Now that we are in 2019 I am requesting the reauthorization of the original funds apportioned for this expense so that they may be spent in the 2019 budget year. These 3 vehicles are again projected to cost the City a total of \$112,500. Upon authorization we expect to be able to procure these vehicles in a reasonable timeframe.

Please forward this communication to the next regularly scheduled Finance Committee for further discussion.

Should you have any questions, do not hesitate to contact Sean Koester, Environmental Specialist at 334-3969.

Respectfully,



Julie L. Noble
 Sustainability Coordinator

Cc: Steven T. Noble, Mayor
 John Tuey, Comptroller
 Douglas Koop, Chair, Finance Committee

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION * _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER * _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Sustainability for Bldg + Parking DATE 2/1/19

Description: Request the following transfer from fund balance in the general fund for the purpose of acquiring short term capital assets.

From Fund Balance A199.19.5901 \$112,500 TO: Motor Vehicle Accounts as follows:

TO: A1 3620.12.5203 Building Dept \$75,000

TO: A1 3320.12.520 Parking Dept \$37,500

Estimated Financial Impact \$112,500 Signature Julie L Noble

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: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Parks and Recreation

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer Natural Resources Inventory Grant

Budget Modification Kingston Point Beach ADA

Budget Transfer Municipal Waste Recycling

Budget Modification Clean Energy

Suggested Action:

Attachments:

[20190211114701.pdf](#)

CITY OF KINGSTON
Office of Environmental Education and Sustainability
 climatesmart@kingston-ny.gov

Julie L. Noble, Coordinator



Steven T. Noble, Mayor

February 1, 2019

Mr. James L. Noble, Jr.
 Alderman-At-Large
 President of the Common Council
 420 Broadway
 Kingston, NY 12401

Re: 1) Budget Transfer for the NYSDEC 2015 Natural Resources Inventory Grant
 2) Budget Modification for the NYS DEC Kingston Point Beach ADA Accessibility Improve. Grant
 3) Budget Transfer for the NYSDEC 2019 Municipal Waste Recycling and Reduction Grant
 4) Budget Modification for the NYSERDA Clean Energy Communities City Hall Windows and Lights Grant

Dear President Noble:

This is a request for placement on the agenda of the next appropriate Committee, expected to be the Finance and Audit Committee, to discuss the authorization of resolutions for budget modifications for four grants awarded to the City. The information for each is as follows:

- 1) A grant was awarded to the City of Kingston by the NYSDEC for a Natural Resources Inventory for the City of Kingston which is for \$22,000 with a local match of \$3897.50. This grant was awarded in 2015 and the request is for a budget transfer in the Parks and Recreation budget for carryover of unspent grant monies in the amount of \$8,290.56.
- 2) A grant was awarded to the City of Kingston by the NYSDEC for Kingston Point Beach ADA Accessibility Improvements which is for \$45,820.00 with a local match of \$6,931.50. This grant was awarded in 2017 and the request is for a budget transfer in the Parks and Recreation budget for carryover of unspent grant monies in the amount of \$12,470.00. The balance of grant monies was already included in the 2019 Adopted Budget at a total of \$33,350.
- 3) A grant was awarded to the City of Kingston by the NYSDEC for City of Kingston Recycling Coordination and Education Program grant which is for \$26,890.25 with \$26,890.25 local match required. This grant was awarded in 2019 and no monies have been expended. The request is for a budget transfer to increase revenue by the total of \$26,890.25 and to increase expenses by \$3500. The balance of the expenses, \$23,390.25, are already included in the 2019 Adopted Budget as staff salary.

CITY OF KINGSTON**Office of Environmental Education and Sustainability**

climatesmart@kingston-ny.gov

Julie L. Noble, Coordinator



Steven T. Noble, Mayor

4) A grant was awarded to the City of Kingston by NYSEDA Clean Energy Communities which is for \$100,000 with no local match required. This grant was awarded in 2018 and the request is for a budget transfer in the City Clerk's budget for carryover of unspent grant monies in the amount of \$100,000.00.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Julie L. Noble", is written over a horizontal line.

Julie L. Noble
Sustainability Coordinator

Cc: Steven T. Noble, Mayor
John Tuey, Comptroller
Kristen Wilson, Director of Grants Management
Douglas Koop, Chair, Finance Committee

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 Parks and Recreation DATE 2/1/19

Description: Transfer funds from the 2019 Parks and Recreation Department budget for carryover of unspent grant monies from the Hudson River Estuary Program 2015 grant project "Natural Resources Inventory". Reimbursement will come from funding provided by a NYSDEC grant for \$22,000, and the required match funding of \$3897.50 has already been met with in-kind donations including and staff and volunteer time.

FROM

2019 Parks and Recreation Account (s) #A1 7250.43889 NYS Aid Culture and Education \$8,290.56

TO

2019 Parks and Recreation Account (s) # A1-7250.5485 Supplies and Materials \$1,000.00
A1-7250.5411 Consultants \$7,290.56

Estimated Financial Impact \$0 Signature *Steven Schabot*

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		
Steven Schabot, Ward 8		
Patrick O'Reilly, Ward 7		
Anthony Davis, Ward 6		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
RECOMMENDING APPROVAL FOR MODIFICATIONS TO THE 2018 PARKS AND
RECREATION BUDGET

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

WHEREAS, the Parks and Recreation Department requests a transfer of funds in the amount of \$8,290.56 for carryover of unspent grant monies from the Hudson River Estuary Program 2015 Natural Resources Inventory grant project;

WHEREAS, the Finance/Audit Committee has received, reviewed, and approved this request.

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

SECTION 1. That the following sums be transferred as follows:

From: A1 7250.43889	NYS Aid Culture and Education	\$8,290.56
To: A1 7250.5485	General Materials and Supplies	\$1,000.00
	Consultants	\$7,290.56

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day	Approved by the Mayor this _____ day
of _____ 2019	of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION * _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Parks and Recreation

DATE 2/1/19

Description: Budget modification in the 2019 Parks and Recreation budget to increase the revenue and expense

lines to reflect unspent monies from the NYSDEC Kingston Point Beach ADA Accessibility

Improvement grant for a total of \$12,470.00. The balance of the grant monies were already

included in the 2019 Adopted Budget at a total of \$33,350, and the project total is \$45,820.00.

Increase General Account # A1 7180.43889. NYS Grant \$12,470.00

Increase General Account # A1 7180.302 Capital Improvements \$12,470.00

Estimated Financial Impact \$0

Signature *Kevin Milne*

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	☐	☐

RESOLUTION # _____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
RECOMMENDING MODIFICATIONS TO THE 2019 PARKS AND RECREATION BUDGET

Sponsored by: Finance/Audit Committee
Aldermen Koop, Scott-Childress, Davis, Schabot, O'Reilly

WHEREAS, the Parks and Recreation Department has requested budget modifications totaling \$12,470.00 for carryover of unspent grant monies from the NYS DEC Kingston Point Beach ADA Accessibility Improvements grant project; and

WHEREAS, the Finance/Audit Committee has received, reviewed and approved this request:

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

SECTION 1: That the sum of \$12,470.00 be increased as follows:

Increase	A1 7180.3889	NYS Grant Revenue	\$12,470.00
Increase :	A1 7180.302	Capital Improvements	\$12,470.00

SECTION 2. That this resolution shall take effect immediately.

Submitted to the Mayor this _____

Approved by the Mayor this _____

day of _____ 2019.

day of _____ 2019.

ELISA TINTI, CITY CLERK

STEVEN T. NOBLE, MAYOR

Financial Impact: 0

Adopted by Council on:

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 Parks and Recreation

DATE 2/1/19

Description: Budget transfer in the 2019 Parks and Recreation budget to increase the revenue line to reflect new monies from the NYS DEC Municipal Waste Recycling and Reduction grant for a total of \$26,890.25. The expense line will increase by \$3500 for general materials.

The balance of the expenses are included in the 2019 Adopted Budget as \$26,890.25 in salary.

From General Account # A1 7250.43889 NYS Aid Culture and Ed \$26,890.25

To General Account # A1 7250.5485 General Materials and Supplies \$3,500.00

Estimated Financial Impact \$0

Signature *Kevin M. Gifford*

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	☐	☐

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE
NYS DEC MUNICIPAL WASTE REDUCTION AND RECYCLING GRANT AND
ALLOCATING FUNDS FOR SUCH PURPOSE

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

WHEREAS, the City of Kingston has been awarded a NYS DEC grant in the amount of \$26,890.25 from the NYSDEC for the City of Kingston Recycling Coordination and Education Program; and

WHEREAS, the matching funding requirements of \$26,890.25, 50% of the total project cost of \$53,780.50, are expected through in-kind staff time; and

WHEREAS, the sum of \$23,390.25 out of the \$26,890.25 grant has been appropriated in the 2019 budget for salaries; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

WHEREAS, the action is categorized under 6 NYCRR, Part 617.5 as Type II.

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the NYSDEC.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the City of Kingston Recycling Coordination and Education Program.

SECTION 3: That the sum of \$26,890.25 be transferred as follows:

FROM:	A1 7250.43889	NYS Aid Culture and Education	\$26,890.25
TO:	A1 7250.5485	General Materials and Supplies	\$3,500.00

SECTION 4. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2019

Approved by the Mayor this ____ day
of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION * _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT City Clerk by/through Sustainability DATE 2/1/19

Description: Transfer funds in the Building Maintenance Budget for carryover of unspent grant monies from the NYSEDA

Clean Energy Communities grant project "City Hall Energy Efficiency Upgrades" in the amount
of \$100,000. Reimbursement will come from funding provided by a NYSEDA grant for
\$100,000, and there is no required match.

FROM General Account # A1620.43389 NYS Grant \$100,000

TO General Account # A1620.5301 Contracted Services \$100,000

Estimated Financial Impact \$0 Signature Julie L Noble

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	☐	☐

RESOLUTION #_____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
RECOMMENDING MODIFICATIONS TO THE 2019 CITY CLERK'S BUDGET

Sponsored by: Finance/Audit Committee
Aldermen Koop, Scott-Childress, Davis, Schabot, O'Reilly

WHEREAS, the City Clerk has requested budget modifications totaling \$100,000 for carryover of unspent grant monies from the NYSEDA Clean Energy Communities City Hall Efficiency Upgrades grant project; and

WHEREAS, the Finance/Audit Committee has received, reviewed and approved this request:

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

SECTION 1: That the sum of \$100,000.00 be transferred as follows:

FROM:	A11620.43389	NYS Grant Revenue	\$100,000.00
TO:	A11620.5301	Building Maint Contracted Svcs	\$100,000.00

SECTION 2. That this resolution shall take effect immediately.

Submitted to the Mayor this _____

Approved by the Mayor this _____

day of _____ 2019.

day of _____ 2019.

ELISA TINTI, CITY CLERK

STEVEN T. NOBLE, MAYOR

Financial Impact: 0

Adopted by Council on:

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Planning

Item Type: Proposed Resolution

Agenda Section:

Subject:

Internal Transfer

Suggested Action:

Attachments:

[20190211115000.pdf](#)

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov

Suzanne Cahill, Planning Director



Steven T. Noble, Mayor

January 29, 2019

Ald. At Large James Noble, President
 City of Kingston Common Council
 City Hall - 420 Broadway
 Kingston, NY 12401

RE: Budget Transfer for FY 2018 - Planning (8020)

Dear Pres. Noble:

I respectfully request that the following transfer be made within the FY 2018 Budget line to address an overage charged under the Office Supply Account. These costs are associated with copying costs that are now transferred to the individual departments.

FROM:	A1-8020-11-511 (Seasonal Employee).....	\$36.91
TO:	A1- 8020-14-5402 (Office Supplies).....	\$36.91

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

Respectfully,

Suzanne Cahill
 Planning Director

Cc: S. Noble, Mayor
 J. Tuey, Comptroller
 Ald. D. Koop, Finance/Audit Committee Chair

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER <u>X</u> AUTHORIZATION _____ CLAIMS _____	CONTINGENCY TRANSFER _____ BUDGET MODIFICATION _____ ZONING _____	TRANSFER _____ BONDING REQUEST _____ OTHER _____
DEPARTMENT <u>Planning</u> (FY 2018 Year End Budge) DATE <u>1-30-19</u> Description: _____ <u>Authorize transfer of funds to balance cost overage in Planning Board</u> <u>FY 2018 Budget</u> FROM: <u>A1-8020-11-511</u> <u>< \$36.91 ></u> TO: <u>A1-8020-11-402</u> <u>\$ 36.91</u> _____ _____ Estimated Financial Impact <u>0</u> Signature <u>Suzanne Cahill</u>		

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: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Mayor

Item Type: Proposed Resolution

Agenda Section:

Subject:

Pedestrian & Bicycle Master Plan

Suggested Action:

Attachments:

[20190211115310.pdf](#)

CITY OF KINGSTON
Department of Health and Wellness
eflynn@kingston-ny.gov

Emily Flynn, Director



Steven T. Noble, Mayor

February 1, 2019

Honorable James L. Noble, Jr.
President/Alderman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Expend Resolutions for the NYSDEC Pedestrian and Bicycle Master Plan Project

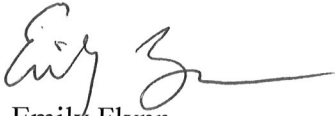
Dear President Noble,

This is a request for placement on the agenda of the next appropriate Committee, expected to be the Finance and Audit Committee, to discuss the adoption of an expend funds resolution for a NYSDEC Climate Smart Communities grant for the Pedestrian and Bicycle Master Plan Project. The Council passed a resolution in June 2018 authorizing the Mayor to apply for the grant and execute contract documents. The grant was awarded in December 2019.

The purpose of this project is to prepare a Pedestrian and Bicycle Master Plan in order to improve transportation conditions for all users, reduce vehicle congestion and emissions, and support a culture of health. The deliverables (a report of existing conditions and needs, ADA transition plan, prioritized action plan, public outreach events, materials and maps) will enable the City to prioritize and secure funding for transportation projects.

Please feel free to contact me with any questions regarding the project. Thank you for your consideration.

Sincerely,



Emily Flynn

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 Health and Wellness DATE 2/1/2019

A resolution authorizing the Mayor of the City of Kingston to expend funds in the first instance under the terms of the Pedestrian and Bicycle Master Plan Project.

Estimated Financial

Impact \$60,000 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		
Steven Schabot, Ward 8		
Patrick O'Reilly Ward 7		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE CLIMATE SMART COMMUNITIES GRANT FROM THE NYSDEC FOR THE PEDESTRIAN AND BICYCLE MASTER PLAN

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

WHEREAS, the City of Kingston has been awarded a Climate Smart Communities Grant in the amount of \$60,000 from the NYSDEC for the Pedestrian and Bicycle Master Plan; and

WHEREAS, the matching funding requirements of \$60,000, 50% of the total project cost of \$120,000, are expected through in-kind donation, force account, bond, another grant, and private contributions; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

WHEREAS, the action is categorized under 6 NYCRR, Part 617.5 as Type II.

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the NYSDEC.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Pedestrian and Bicycle Master Plan Project.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2019

Approved by the Mayor this ____ day
of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Engineering

Item Type: Proposed Resolution

Agenda Section:

Subject:

Franklin Street Complete Streets

Suggested Action:

Attachments:

[20190211115632.pdf](#)

CITY OF KINGSTON
Office of the City Engineer
 jschultheis@kingston-ny.gov

John Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

January 31, 2019

Honorable James L. Noble, Jr.
 Alderman-at-Large
 Kingston Common Council
 420 Broadway
 Kingston, NY 12401

Re: Authorizing and Appropriating Funds for the Franklin St. Complete Streets and Sidewalk Restoration Project

Dear President Noble,

On July 12th, 2017 the Common Council authorized and directed the Mayor to file an application for funds from the NYSDEC for a Climate Smart Communities Protection Fund grant in the amount of \$750,000 to rehabilitate sidewalks for ADA accessibility and pedestrian safety in Midtown Kingston, and upon approval of said request to enter into and execute an agreement, and any and all related documents.

Thanks to the successful application to the 2017 New York Consolidated Funding Application process, the City of Kingston has received state funding for the Franklin St. Complete Streets and Sidewalk Restoration Project. This project will include the design and construction of all new sidewalks, ADA ramps, crosswalks, bicycle infrastructure, and other pedestrian safety improvements along the entire length of Franklin Street. As well, this project will complement both the Henry Street Safe Routes to Schools Project, and the Broadway Streetscape Project.

Through the grant process \$750,000 has been awarded to Kingston for this project. As was acknowledged in the authorizing resolution these funds require a 50% local match in the amount of \$750,000. The funds can be used to support the costs of the Design, Right-Of-Way Acquisition and Construction phases of the project. I am requesting placement on the Finance Committee agenda in February to discuss action needed by the Council for this funding.

The action requested from the Council is to pass two resolutions. One resolution to authorize the Mayor to spend funds in the first instance, and another resolution to authorize a bond in the amount of \$1,500,000 to appropriate the required funds for the Franklin St. Complete Streets Sidewalk Restoration Project. \$750,000 of this bond will be reimbursed by the grant award, and acquiring this bond will advance the project in a timely manner.

Please feel free to contact me with any questions regarding the project. Thank you for your consideration.

Sincerely,

John Schultheis

Cc: Steven T. Noble, Mayor ✓
 John Tuey, Comptroller
 Douglas Koop, Chair, Finance Committee

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 Engineering DATE _____

Description

A resolution to authorize the Mayor to expend funds in the first instance under the terms of the Franklin Street Complete Streets Project, contract number DEC01-C00598GG-3350000.

Estimated Financial Impact \$ 750,000 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		

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST X _____
OTHER _____

DEPARTMENT Engineering DATE _____

Description:

The action requested from the Council is to pass a resolution authorizing a bond in the amount of \$1,500,000 to appropriate the required funds to complete the Franklin St. Complete Streets and Sidewalk Restoration Project. The City will be reimbursed \$750,000 from the DEC grant.

Estimated Financial Impact \$750,000 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		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE CLIMATE SMART COMMUNITIES GRANT NUMBER DEC01-C00598GG-3350000 FROM THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR THE FRANKLIN STREET COMPLETE STREETS PROJECT

Sponsored by: Finance and Audit Committee Aldermen: Koop Chairman
Scott-Childress, Davis, O'Reilly Schabot,

WHEREAS, the City of Kingston has been awarded Climate Smart Communities Grant number DEC01-C00598GG-3350000 in the amount of \$750,000 from the Department of Environmental Conservation for the Franklin St. Complete Streets Project ; and

WHEREAS, the matching funding requirements of \$750,000 are expected through in-kind donation, force account, bond, another grant, and private contributions; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the Department of Environmental Conservation.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Franklin Street Complete Streets Project, contract number DEC01-C00598GG-3350000.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2019

Approved by the Mayor this ____ day
of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Engineering

Item Type: Presentation Request

Agenda Section:

Subject:

Twaalfskill Creek Drainage Analysis

Suggested Action:

Attachments:

[Communication 2-19 Twaalfskill Creek Drainage Analysis.pdf](#)

F.E. 37 D.

CITY OF KINGSTON
Office of the City Engineer
jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

January 25, 2019

Mr. James L. Noble, Jr.
Alderman-At-Large
President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

RE: Twaalfskill Creek Drainage Analysis

Dear President Noble:

This drainage analysis project was awarded to Tighe and Bond in the amount of \$48,900. It was assumed that certain previous modeling efforts were available and could be provided to Tighe and Bond as an input, which would have made their work simpler. Later, the previous watershed model was not able to be found. This created additional work for Tighe and Bond, who had to re-create the previous model in order to complete their current effort. An additional fee of \$2,500.00 was negotiated to perform this work, making the total fee \$51,400.00.

The previously authorized bonding was for \$50,000.00. I now request an additional \$1,400 in bonding to make up the difference and allow the project to be completed.

Please forward to the appropriate Common Council Committee for further discussion and recommendation.

Respectfully,

John M. Schultheis
City Engineer

Cc: Steve Noble, Mayor
Douglas Koop, Chair, Finance Committee
John Tuey, Comptroller

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Engineering

Item Type: Proposed Resolution

Agenda Section:

Subject:

Midtown Parking Lots Green Innovation

Suggested Action:

Attachments:

[20190211120220.pdf](#)

CITY OF KINGSTON
Office of the City Engineer
 jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

February 1, 2019

Mr. James L. Noble, Jr.
 Alderman-At-Large
 President of the Common Council
 Kingston City Hall
 420 Broadway
 Kingston, New York 12401

RE: EFC Green Innovation Grant Program
 Midtown Parking Lots

Dear President Noble:

On December 18, 2018, the NYS Environmental Facilities Corporation (EFC) announced that the city has been awarded a grant under the Green Innovation Grant Program (GIGP). The city was selected to receive up to \$1,200,000 in funding. The total project cost estimate is 1,333,333, with a minimum City match of 10% or \$133,333.

This project will consist of upgrades to 3 municipal parking lots located at:

- 14-18 Cornell Street,
- 658 Broadway, and
- 482 Broadway

In order for the City of Kingston to initiate a contract agreement with the State of New York to receive the grant funding, certain documents must be provided, including:

- Resolution Designating an Authorized Representative for the Project, and authorizing that person to sign the grant agreement.
- Resolution authorizing and appropriating the local match of \$133,333.
- Resolution of State Environmental Quality Review (SEQR) finding of Type II determination and designating the City of Kingston as the lead agency.

Please forward this communication to the appropriate committee for further discussion.

Should you have any questions concerning this request, do not hesitate to contact me.

CITY OF KINGSTON
Office of the City Engineer
jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

Respectfully,

John M. Schultheis, P.E.
City Engineer

Cc: Kristen Wilson, Grants Management
John Tuey, Comptroller

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 Office of the City Engineer DATE _____

Description

A resolution to authorize the Mayor to execute a grant agreement with EFC, to expend funds in the first instance for the Midtown Parking Lot Green Infrastructure Project, and making a finding under SEQRA.

Estimated Financial Impact \$ 133,333

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		

RESOLUTION ___ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE
GREEN INNOVATION GRANT NUMBER CFA 82859 FROM THE ENVIRONMENTAL
FACILITIES CORPORATION FOR THE MIDTOWN PARKING LOTS PROJECT

Sponsored by: Finance and Audit Committee Aldermen: Koop Chairman
Scott-Childress, Davis, O'Reilly Schabot,

WHEREAS, the City of Kingston has been awarded a grant in the amount of \$1,200,000 from the Environmental Facilities Corporation for the Midtown Parking Lots Project; and

WHEREAS, the matching funding requirements of \$133,000 are expected through in-kind donation, force account, bonding, another grant, and private contributions; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the Environmental Facilities Corporation

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Midtown Parking Lots project, contract number CFA 82859.

SECTION 3. the Mayor of the City of Kingston is hereby authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the City of Kingston's obligations under the Grant Agreement.

SECTION 4. the City of Kingston authorizes and appropriates a minimum 10% local match as required by the Green Innovation Grant Program for the Midtown Parking lots project. Under the GIGP program, this local match must be at least 10% of the GIGP eligible project costs of \$1,333,333. The source of the local match, and any amount in excess of the required match, shall be in-kind donation, force account, bonding, another grant, and private contributions. The Mayor may increase this local match through the use of in kind services without further approval from the Common Council of the City of Kingston, New York.

SECTION 5. the City of Kingston hereby determines that the proposed Midtown Parking Lots Project is a Type II action in accordance with 6 NYCRR Section 617.5(c) (3) which constitutes the retrofit of an existing structure and its appurtenant areas to incorporate green infrastructure and is therefore not subject to further review under 6 NYCRR Part 617.

SECTION 6. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day

Approved by the Mayor this _____ day

of _____ 2019

of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

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 Office of the City Engineer DATE _____

Description

A resolution to authorize the Mayor to execute a grant agreement with EFC, to expend funds in the first instance for the Midtown Parking Lot Green Infrastructure Project, and making a finding under SEQRA.

Estimated Financial Impact \$ 133,333

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		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE GREEN INNOVATION GRANT NUMBER CFA 82859 FROM THE ENVIRONMENTAL FACILITIES CORPORATION FOR THE MIDTOWN PARKING LOTS PROJECT

Sponsored by: Finance and Audit Committee Aldermen: Koop Chairman
Scott-Childress, Davis, O'Reilly Schabot,

WHEREAS, the City of Kingston has been awarded a grant in the amount of \$1,200,000 from the Environmental Facilities Corporation for the Midtown Parking Lots Project; and

WHEREAS, the matching funding requirements of \$133,000 are expected through in-kind donation, force account, bonding, another grant, and private contributions; and

WHEREAS, there are specific requirements and regulations governing the expenditure of these funds; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the Environmental Facilities Corporation

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Midtown Parking Lots project, contract number CFA 82859.

SECTION 3. the Mayor of the City of Kingston is hereby authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the City of Kingston's obligations under the Grant Agreement.

SECTION 4. the City of Kingston authorizes and appropriates a minimum 10% local match as required by the Green Innovation Grant Program for the Midtown Parking lots project. Under the GIGP program, this local match must be at least 10% of the GIGP eligible project costs of \$1,333,333. The source of the local match, and any amount in excess of the required match, shall be in-kind donation, force account, bonding, another grant, and private contributions. The Mayor may increase this local match through the use of in kind services without further approval from the Common Council of the City of Kingston, New York.

SECTION 5. the City of Kingston hereby determines that the proposed Midtown Parking Lots Project is a Type II action in accordance with 6 NYCRR Section 617.5(c) (3) which constitutes the retrofit of an existing structure and its appurtenant areas to incorporate green infrastructure and is therefore not subject to further review under 6 NYCRR Part 617.

SECTION 6. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2019

Approved by the Mayor this _____ day
of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Comptroller

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer Optical Insurance

Suggested Action:

Attachments:

[20190211120414.pdf](#)

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

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

DEPARTMENT <u>Comptroller</u>	DATE <u>1/18/19</u>
Description: <u>2018 Budget Transfer for General Fund Optical Insurance Expense</u>	
Estimated Financial Impact <u>\$0</u>	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	☐	☐

FUND	DEPARTMENT	OBJECT	ACCOUNT DESCRIPTION	AMOUNT
TRANSFER TO:				
A1	9189	5826	OPTICAL INSURANCE	\$ 2,968
A1	9089	5826	OPTICAL INSURANCE	\$ 1,511
A1	7110	5826	OPTICAL INSURANCE	\$ 227
A1	3989	5826	OPTICAL INSURANCE	\$ 134
A1	7210	5826	OPTICAL INSURANCE	\$ 133
A1	1430	5826	OPTICAL INSURANCE	\$ 127
A1	8020	5826	OPTICAL INSURANCE	\$ 116
A1	3120	5826	OPTICAL INSURANCE	\$ 90
A1	3320	5826	OPTICAL INSURANCE	\$ 75
A1	8161	5826	OPTICAL INSURANCE	\$ 72
A1	1210	5826	OPTICAL INSURANCE	\$ 46
A1	3311	5826	OPTICAL INSURANCE	\$ 31
A1	1621	5826	OPTICAL INSURANCE	\$ 25
A1	8160	5826	OPTICAL INSURANCE	\$ 22
A1	7020	5826	OPTICAL INSURANCE	\$ 11
A1	7141	5826	OPTICAL INSURANCE	\$ 10
A1	1315	5826	OPTICAL INSURANCE	\$ 9
A1	1345	5826	OPTICAL INSURANCE	\$ 1
A1	1355	5826	OPTICAL INSURANCE	\$ 1
A1	3310	5826	OPTICAL INSURANCE	\$ 1
				\$ 5,610

TRANSFER FROM:

A1	9060	5821	RETIREE HOSPITAL AND MEDICAL	\$ 5,610
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Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Comptroller

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer Medical Insurance

Suggested Action:

Attachments:

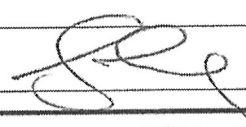
[20190211120536.pdf](#)

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

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

DEPARTMENT <u>Comptroller</u>	DATE <u>1/18/19</u>
Description: <u>2018 Budget Transfer for General Fund Medical Insurance Expense</u>	

Estimated Financial Impact <u>+ \$271,087</u> Signature <u></u>	

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	☐	☐

FUND	DEPARTMENT	OBJECT	ACCOUNT DESCRIPTION	AMOUNT
TRANSFER TO:				
A1	1210	5821	HOSPITAL AND MEDICAL	\$ 7,159
A1	1430	5821	HOSPITAL AND MEDICAL	\$ 301
A1	3311	5821	HOSPITAL AND MEDICAL	\$ 1,979
A1	7020	5821	HOSPITAL AND MEDICAL	\$ 2,254
A1	7110	5821	HOSPITAL AND MEDICAL	\$ 21,050
A1	7210	5821	HOSPITAL AND MEDICAL	\$ 569
A1	8160	5821	HOSPITAL AND MEDICAL	\$ 3,011
A1	8161	5821	HOSPITAL AND MEDICAL	\$ 1,526
A1	9060	5823	MEDICARE REIMBURSEMENT	\$ 20,231
A1	1990	5404	CONTINGENCY	\$ 213,007
				\$ 271,087
TRANSFER FROM:				
A1	1315	5821	HOSPITAL AND MEDICAL	\$ 2,364
A1	1330	5821	HOSPITAL AND MEDICAL	\$ 7,081
A1	1420	5821	HOSPITAL AND MEDICAL	\$ 5,923
A1	1440	5821	HOSPITAL AND MEDICAL	\$ 33,354
A1	1490	5821	HOSPITAL AND MEDICAL	\$ 6,860
A1	1621	5821	HOSPITAL AND MEDICAL	\$ 3,466
A1	1680	5821	HOSPITAL AND MEDICAL	\$ 20,885
A1	3120	5821	HOSPITAL AND MEDICAL	\$ 51,698
A1	3620	5821	HOSPITAL AND MEDICAL	\$ 35,133
A1	5110	5821	HOSPITAL AND MEDICAL	\$ 1,114
A1	5132	5821	HOSPITAL AND MEDICAL	\$ 27,441
A1	5630	5821	HOSPITAL AND MEDICAL	\$ 13,661
A1	6989	5821	HOSPITAL AND MEDICAL	\$ 33,606
A1	7240	5821	HOSPITAL AND MEDICAL	\$ 2,512
A1	8164	5821	HOSPITAL AND MEDICAL	\$ 25,989
				\$ 271,087

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Comptroller

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer Dental Insurance

Suggested Action:

Attachments:

[20190211120713.pdf](#)

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

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

DEPARTMENT <u>Comptroller</u>	DATE <u>1/18/19</u>
Description: <u>2018 Budget Transfer for General Fund Dental Insurance Expense</u>	
Estimated Financial Impact <u>\$0</u>	Signature <u></u>

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	☐	☐

FUND	DEPARTMENT	OBJECT	ACCOUNT DESCRIPTION	AMOUNT
TRANSFER TO:				
A1	3310	5822	DENTAL INSURANCE	\$ 867
A1	4020	5822	DENTAL INSURANCE	\$ 592
A1	7141	5822	DENTAL INSURANCE	\$ 508
A1	1130	5822	DENTAL INSURANCE	\$ 429
A1	1680	5822	DENTAL INSURANCE	\$ 285
A1	1420	5822	DENTAL INSURANCE	\$ 75
A1	1315	5822	DENTAL INSURANCE	\$ 41
A1	3989	5822	DENTAL INSURANCE	\$ 35
				\$ 2,832
TRANSFER FROM:				
A1	9189	5822	DENTAL INSURANCE	\$ 2,832

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Comptroller

Item Type: Proposed Resolution

Agenda Section:

Subject:

Budget Transfer General Funds

Suggested Action:

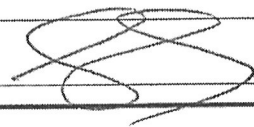
Attachments:

[20190211121320.pdf](#)

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

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

DEPARTMENT <u>Comptroller</u>	DATE <u>1/18/19</u>
Description: <u>2018 Budgetary transfer to cover the General Fund costs associated with retroactive pay paid to CSEA and non aligned employees as previously approved by Common Council (4 year bargaining agreement for CSEA employees, resolution adopted by Common Council for non aligned employees).</u>	
Estimated Financial Impact <u>\$303,000</u> 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	☐	☐

Fund	Department	Acct #		Amount
From:				
A1	1990	5404	CONTINGENCY	\$ 303,000.00
To:				
A1	1130	5124	1130 PARKING VIOLATIONS	\$ 1,212.00
A1	1210	5124	1210 MAYORS OFFICE	\$ 2,141.00
A1	1315	5124	1315 COMPTROLLER	\$ 6,868.00
A1	1330	5124	1330 TAX COLLECTION	\$ 3,635.00
A1	1345	5124	1345 CENTRAL PURCHASING	\$ 2,304.00
A1	1355	5124	1355 ASSESSMENT	\$ 10,312.00
A1	1410	5124	1410 CITY CLERK	\$ 6,307.00
A1	1420	5124	1420 CORPORATION COUNSEL	\$ 12,294.00
A1	1430	5124	1430 PERSONNEL/CIVIL SERVICE	\$ 5,632.00
A1	1440	5124	1440 ENGINEER	\$ 10,020.00
A1	1490	5124	1490 PUBLIC WORKS ADMN	\$ 8,824.00
A1	1620	5124	1620 BUILDING MAINTENANCE	\$ 2,223.00
A1	1621	5124	1621 CARPENTRY/MASONARY SERVIC	\$ 5,476.00
A1	1650	5124	1650 CENTRAL COMMUNICATIONS	\$ 2,573.00
A1	1680	5124	1680 CENTRAL DATA PROCESSING	\$ 7,596.00
A1	3120	5124	3120 POLICE	\$ 4,808.00
A1	3310	5124	3310 TRAFFIC CONTROL	\$ 7,171.00
A1	3311	5124	3311 TRAFFIC SIGNAL	\$ 1,512.00
A1	3320	5124	3320 ON STREET PARKING	\$ 4,041.00
A1	3620	5124	3620 BUILDING CODE	\$ 13,404.00
A1	3989	5124	3989 SAFETY OFFICER	\$ 2,054.00
A1	4010	5124	4010 HEALTH AND WELLNESS	\$ 743.00
A1	4020	5124	4020 REGISTRAR OF VITAL STATIS	\$ 2,313.00
A1	5110	5124	5110 MAINTENANCE OF STREETS	\$ 14,867.00
A1	5132	5124	5132 GARAGE	\$ 17,453.00
A1	5630	5124	5630 BUS OPERATION	\$ 22,077.00
A1	5651	5124	5651 OFFSTREET PARKING	\$ 361.00
A1	6989	5124	6989 ECONOMIC DEVELOPMENT	\$ 7,559.00
A1	7010	5124	7010 Arts and Cultural Affairs	\$ 333.00
A1	7020	5124	7020 RECREATION ADMINISTRATION	\$ 5,860.00
A1	7110	5124	7110 PARKS	\$ 19,246.00
A1	7141	5124	7141 RONDOUT NEIGHBORHOOD CTR	\$ 2,652.00
A1	7142	5124	7142 MIDTOWN NEIGHBORHOOD CTR	\$ 5,042.00
A1	7143	5124	7143 Everett Hodge Center	\$ 856.00
A1	7210	5124	7210 DIETZ STADIUM	\$ 6,687.00
A1	7240	5124	7240 ZOO/NATURE CENTER	\$ 7,957.00
A1	8020	5124	8020 PLANNING BOARD	\$ 8,814.00
A1	8040	5124	8040 HUMAN RIGHTS	\$ 1,314.00
A1	8160	5124	8160 REFUSE AND GARBAGE	\$ 28,870.00
A1	8161	5124	8161 SOLID WASTE MGMT FACILITY	\$ 3,501.00
A1	8164	5124	8164 RECYCLING	\$ 16,443.00
A1	8170	5124	8170 STREET CLEANING	\$ 9,645.00
				<u>\$ 303,000.00</u>

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Sue Cahill

Submitting Department: Planning

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer 2019 - DEC Urban and Community Forestry Grant T00630GG

Suggested Action:

Refer to Finance and Audit Committee

Attachments:

[Budget Transfer 2019 - \\$62,500.pdf](#)

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov



Suzanne Cahill, Planning Director

Steven T. Noble, Mayor

January 29, 2019

Ald. At Large James Noble, President
City of Kingston Common Council
City Hall – 420 Broadway
Kingston, NY 12401

RE: Budget Transfer for FY 2018 – Shade Trees (8560)

Dear Pres. Noble:

I respectfully request that the following budget amendments be made with regard to the City Shade Tree Budget for FY 2019. 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 citywide street and park tree inventory. This inventory and software has already proven to be very useful in assessing applications and planning for future street tree plantings and other needed work to be undertaken.

Thus, with the success of the first grant, the City applied and was approved for a second round grant of \$50,000 which requires a local contribution of \$12,500. Under this grant the City of Kingston is proposing to undertake a Tree Maintenance Removal Project to remove up to 58 trees identified in the 2018 Tree Inventory as Priority 1 Removals. 31 of these trees are located in City parks with 27 are located in the public right of way along the street. These trees were noted as being the first trees to be removed due to having an "elevated risk of failure" and posing a "potential danger to persons or property". The Kingston Tree Commission, through the Planning Department will put out a request for bids and contract with a certified arborist to complete the removals. Outcomes of this project will be to remove threats to public safety, improve quality of life and aesthetics, and prepare the City of Kingston for future tree maintenance and responsible tree plantings. Additionally, the Tree Commission and its partners will use a variety of outreach and education techniques to inform the public of the project.

All of this being said I would respectfully request consideration that the following transfer be made within the FY 2019 Budget to carry out the removal maintenance project awarded under the DEC Urban and Community Forestry Grant. The City was awarded \$50,000 with a 25% match requirement. \$10,000 was allocated out of the Shade Tree budget FY2018 but due to contract timing, this money was not used in time. \$500 will be donated from the Ulster County Garden Club Memorial Tree Fund toward this project. It is asked that \$2000 be included in the transfer to cover the remaining

FROM:	A1-8560.23.43389 NYS DEC Grant	\$50,000.00
	A1856022.42070 Private Agency.....	\$500.00
	A11990.14.5404 Contingency.....	\$12,000.00
TO:	A1-8560.14.5472 Contracted Services.....	\$62,500.00

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov



Suzanne Cahill, Planning Director

Steven T. Noble, Mayor

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

Respectfully,

Suzanne Cahill
Planning Director

Cc: S. Noble, Mayor
J. Tuey, Comptroller
Ald. D. Koop, Finance/Audit Committee Chair
Ed Norman, Superintendent, DPW
Kevin Gilfeather, Superintendent, P&R

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT <u>Planning</u>	DATE <u>2/1/2019</u>
Description: <u>Please refer to Finance and Audit Committee for consideration.</u>	
Requesting budget transfer for NYS DEC Grant (contract number T00630GG)	
Total expenditures \$62,500, Total revenues \$50,500.	
Funds to be used for removal of trees identified in tree inventory as "Priority 1 Removals"	
up to 31 in City parks, 27 in the public right of way	
(\$10,000 was unexpended from 2018 shade tree budget)	
Estimated Financial Impact <u>\$12,000</u>	Signature <u>Suzanne Cahill</u> (CD)

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: February 13, 2019

Submitted by: Sue Cahill

Submitting Department: Planning

Item Type: Budget Transfer

Agenda Section:

Subject:

Budget Transfer 2019 - Urban and Community Forestry Grant T00421G

Suggested Action:

Refer to Finance and Audit Committee

Attachments:

[Budget Transfer 2019 - \\$1305.pdf](#)

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov



Suzanne Cahill, Planning Director

Steven T. Noble, Mayor

January 29, 2019

Ald. At Large James Noble, President
City of Kingston Common Council
City Hall – 420 Broadway
Kingston, NY 12401

RE: Budget Transfer for FY 2018 – Shade Trees (8560)

Dear Pres. Noble:

I respectfully request that the following transfer be made within the FY 2019 Budget line to address a coverage and carry-over from an awarded DEC Urban and Community Forestry Grant. The monies will be utilized to complete the work products as agreed under the grant agreement:

FROM:	A1-8560.23.43389 NYS DEC Grant	\$1305.00
TO:	A1-8560.14.5472 Contracted Services	\$1305.00

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

Respectfully,

Suzanne Cahill (LD)

Suzanne Cahill
Planning Director

Cc: S. Noble, Mayor
J. Tuey, Comptroller
Ald. D. Koop, Finance/Audit Committee Chair

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 Planning DATE 2/1/2019

Description: Please refer to Finance and Audit Committee for consideration -

Requested budget transfer for remaining DEC Grant T00421G Urban Forestry

totaling \$1305 to be included in revenue and expenditure account.

Estimated Financial Impact None Signature Suzanne Cahill (KD)

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: February 13, 2019

Submitted by: Kristen Wilson

Submitting Department: Community and Economic Development

Item Type: Authorization Request

Agenda Section:

Subject:

Bond Resolution for Waterfront Resiliency Project Design

Suggested Action:

Attachments:

[2019-2-1 Letter to Council Regarding a Bond Resolution for the Waterfront Resiliency Project.pdf](#)

[Committee Report-FIN Waterfront Resiliency Bond.DOCX](#)

[DRAFT Resolution-Authorize Bond Waterfront Resiliency .docx](#)

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



Kristen Wilson, Director

Steven T. Noble, Mayor

February 1, 2019

Honorable James L. Noble, Jr.
President/Alderman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Authorization of a Bond for Additional Design Funds Needed for the Kingston Waterfront Resiliency Project

Dear President Noble,

This is a request for placement on the agenda of the next appropriate Committee, expected to be the Finance and Audit Committee, to discuss a request for additional bonding for the Kingston Waterfront Resiliency Project design.

A bond ordinance was passed on October 4, 2016 for \$50,000 to fund consultant costs for this project. The total project cost is \$120,000 of which \$60,000 is funded by a grant from the Department of State, \$50,000 is funded by the previously passed bond, and \$10,000 is provided by in-kind staff time to manage the project.

M.G. McLaren, P.C., a professional engineering and surveying firm is the contracted consultant for this design project. Their original contract amount is for \$108,870. They have requested an additional \$28,600 for additional design costs. Accounting for \$1,130 left in the current budget for design costs, the total bond request would be \$27,470.

The additional design costs are requested as a result of the City's desires to design to a higher criteria than previously anticipated in order to accommodate larger vessels on the waterfront. The following is a justification drafted by McLaren for the additional design fee:

As requested, we offer the following to provide additional context and summarize the engineering implications of accommodating larger vessels in the design of the current project:

As previously noted, designing the shoreline to accommodate a 300 ft. cruise ship is outside of the original intent of this project, which was to create a resilient shoreline, to mitigate the impacts of flooding on the upland. Our design proposal, which was prepared in response the RFP, and our project approach, as defined in our pre-selection interview, focused solely upon resiliency and flood protection:

- *Prioritize Assets (Wastewater Treatment Plant, Historic Cornell Building, Parks, etc.)*
- *Assess normal flood event levels versus large storm events*
- *Design shoreline stabilization and structures to protect against normal flood events*
- *Develop strategies to protect building against large storm events (i.e. flood doors)*

- *The design will provide a template for expanding the resiliency in future projects*

After formation of the Project Advisory Committee and during early PAC meetings, McLaren was directed to focus design efforts on bulkhead stabilization and away from flood protection/mitigation. The bulkhead stabilization was viewed as a replacement-in-kind, to restore the degraded and deficient sections of wall, and to provide an accessible and unified (but not necessarily uniform) section of working waterfront for the 1200' length of the project.

The accommodation of a 300' cruise vessel adds a degree of design scope that would not have been required for the original resiliency scope or for the modified stabilization scope. The berthing of larger vessels at the site requires additional time and cost to include the following:

- **Vessel siting.** *Planning for a cruise ship requires a deeper evaluation of vessel positioning and passenger loading than would be required for a series of smaller vessels, which are substantially integral to the docking system. This was not included in our original scope. Our proposal to design to the higher criteria includes consideration for siting the vessel within the context of the bulkhead.*
- **Dock system.** *A 300' cruise vessel interacts with docking systems in a substantially different manner than a series of smaller vessels. In order to properly accommodate a more rigorous docking system, an engineering analysis will need to include a preliminary design of a docking system and its mooring, in order to account for interdependencies between the docks and the bulkhead. This was not anticipated in either the original (resiliency) or modified (stabilization) scopes. Our proposal to design to the higher criteria includes consideration for this additional analysis and preliminary design.*
- **Vessel berthing forces.** *The forces induced to the bulkhead by a 300' cruise vessel due to impacts, tides, wave action, etc. are orders of magnitude greater than those induced by smaller vessels. Engineering analysis for the bulkhead to accommodate the cruise vessel will require substantially more effort. Our proposal to design to the higher criteria includes consideration for this additional analysis of the bulkhead.*
- **Environmental Design Criteria.** *A bulkhead engineered to accommodate a 300' cruise vessel will be more robust than a replacement-in-kind, which will affect the permitting aspects of the design differently than that for the original resiliency scope. Our proposal to design to the higher criteria includes an assessment of environmental design criteria for the specific type of vessel.*
- **Mooring.** *The forces associated with a 300' cruise ship also affect the design of a mooring system, to adequately tether the vessel while in port. For smaller vessels, mooring is incidental to the design of the bulkhead. For the larger vessel, the engineering will require a full mooring analysis and design of an upland mooring system (anchor points), either separate or integrated within the new waterfront structure design. Our proposal to design to the higher criteria includes consideration for this additional analysis and design.*

The City's Engineering office has reviewed the new scope and additional engineering fees, and agrees with the requested changes. A committee report for the requested bond is enclosed with this letter.

Thank you for your consideration.

Sincerely,



Kristen Wilson

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST X
OTHER _____

DEPARTMENT Grants Management DATE 2/1/2019

A request to approve bonding in the amount of \$27,470 for additional design costs for the Kingston Waterfront Resiliency Project.

Estimated Financial

Impact \$27,470 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		
Steven Schabot, Ward 8		
Patrick O'Reilly Ward 7		

RESOLUTION ____ of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING A BOND ORDINANCE IN THE SUM OF \$27,470 TO FUND ADDITIONAL DESIGN AND ENGINEERING COSTS FOR THE KINGSTON WATERFRONT RESILIENCY PROJECT

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 for bonding in the amount of \$27,470 to fund additional design and engineering costs for the Kingston Waterfront Resiliency Project.

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 amount of \$27,470 be provided through General Municipal bonding to fund Design and Engineering for the Kingston Waterfront Resiliency Project

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2019

Approved by the Mayor this ____ day
of _____ 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: John Tuey

Submitting Department: Comptroller

Item Type: Informational Purposes

Agenda Section:

Subject:

RFP - Auditing Services

Suggested Action:

Refer to Finance and Audit Committee

Attachments:

[190201124931_0001.pdf](#)

CITY OF KINGSTON
Office of the Comptroller
comptroller@kingston-ny.gov

John Tuey, Comptroller



Steven T. Noble, Mayor

February 1, 2019

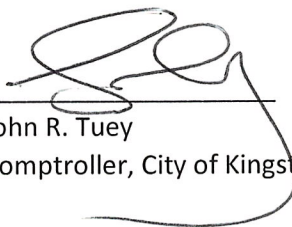
Alderman at Large James Noble
City of Kingston Common Council
420 Broadway
Kingston, NY 12401

RE: Audit RFP

Dear Alderman at Large Noble,

We are currently in the process of evaluating responses received in connection with an RFP for annual independent auditing services to be provided to the City. I am optimistic that our process will be complete in time to make a recommendation to appoint a City auditor by the date of the February finance meeting. I respectfully request this item be added to the February Finance and Audit Committee meeting.

Respectfully,



John R. Tuey
Comptroller, City of Kingston

cc: Mayor Steven T. Noble

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: John Tuey

Submitting Department: Comptroller

Item Type: Budget Transfer

Agenda Section:

Subject:

2018 Sewer Fund Budgetary Transfer - Retroactive Pay

Suggested Action:

Refer to Finance and Audit Committee

Attachments:

[Retro Pay Sewer Fund.pdf](#)

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

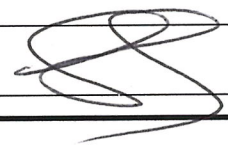
INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION x _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Comptroller DATE 1/18/19

Description: 2018 Budgetary transfer to cover the Sewer Fund costs associated with
retroactive pay paid to CSEA and non aligned employees as previously approved by
Common Council (4 year bargaining agreement for CSEA employees, resolution adopted by
Common Council for non aligned employees).

Estimated Financial Impact \$57,698 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	☐	☐

Fund	Department	Acct #		Amount
From:				
G1	8120	5821	HOSPITAL AND MEDICAL	\$ 25,000.00
G1	8121	5821	HOSPITAL AND MEDICAL	\$ 32,698.00
				<u>\$ 57,698.00</u>
 To:				
G1	8110	5124	8110 SEWER ADMINISTRATION	\$ 7,081.00
G1	8120	5124	8120 SANITARY SEWERS	\$ 25,131.00
G1	8130	5124	8130 WASTE WATER TREATMENT PLA	\$ 25,486.00
				<u>\$ 57,698.00</u>

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Engineering

Item Type: Informational Purposes

Agenda Section:

Subject:

Pike Plan Repair

Suggested Action:

Attachments:

[20190122111315.pdf](#)

CITY OF KINGSTON
Office of the City Engineer
 jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

November 30, 2018

Mr. James L. Noble, Jr.
 Alderman-At-Large
 President of the Common Council
 Kingston City Hall
 420 Broadway
 Kingston, New York 12401

RE: Pike Plan repair, 43-45 N. Front Street

Dear President Noble:

Background:

The Pike Plan is a City-owned, wood framed structure that allows for a covered sidewalk in Uptown along N. Front Street and N. Wall Street. It was constructed in the 1970s and significantly renovated from 2011 to 2013. Since the completion of the renovations, numerous deficiencies have been discovered through observation and from complaints received from building owners and tenants.

One area that was identified as needing repair was the section from 43-45 N. Front Street. This location had leaking roof, skylight and gutter issues, along with deflection of beams. Further, the supporting columns were damaged by a vehicle impact and temporary supports had to be placed to support the canopy at this location.

Plans for removal and replacement of the canopy at 43-45 N. Front Street were prepared by C.T. Male Associates as the City's consultant. The City issued a request for bids in September 2018 and 2 bids to perform the work were received on November 9, 2018. The low bid of \$136,400 was submitted by Key Construction Company of Poughkeepsie. The length of canopy that would be re-constructed is 44-ft, so the cost per foot for this section would be about \$3,100 per linear foot.

Options for moving forward:

There are several options that the Council could direct staff to proceed with, which are enumerated and discussed below.

1. Do-nothing.
2. Remove and repair the section at 43-45 N. Front Street
3. Further evaluate, design and perform repairs to correct leaks
4. Further evaluate, design and perform column pier and footing repairs

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 jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

Option 1: Do Nothing:

The council could direct that nothing be done at this time. The structure has been stabilized using temporary supports where it was damaged by a vehicle. These can remain, however they are unsightly. Cost for this option is zero.

Option 2. Remove and repair the canopy section at 43-45 N. Front Street:

Based on the low bid received, and the cost of construction administration and inspection, this option would cost \$155,000.00 and the schedule would be about 3-4 months.

Option 3: Further evaluate, design and perform repairs to correct leaks

Leaks from the canopy roof, skylights, and from the building-to-canopy connection (flashing) are an ongoing concern at various locations. I estimate that, for the entirety of the Pike Plan, that the roofing, skylight, flashing and gutter issues could be addressed for approximately \$150,000.00. It should be noted that the sources of some leaks are siding and window issues on the privately-owned buildings and are not the City's responsibility to repair. If this option is selected, notice should be made to those building owners who have contributing issues so that repairs by the City and by private owners can be coordinated.

Option 4: Further evaluate, design and perform column pier and footing repairs

The footings, piers and columns, along with the connections between these items, are a concern for many locations in the Pike Plan canopy. In some areas, the presence of footings is unknown. Column bases / piers may have been constructed with sub-standard concrete. The connections of the columns to the piers and the connections of columns to headers are also suspected to be inadequate in various locations.

As a rough estimate, it may be necessary to remove and re-construct up to half of the columns, pier and footings. There are 160 columns on the structure. To test connections and footings and replace half, or 80 of these assemblies at a cost of \$2,000 each would cost approximately \$160,000.00. There may be limitations on the amount of information that could be gathered without destructive testing, so it may be safer to assume that all the footings, piers, and columns need to be replaced, which could cost \$300,000.00.

Discussion of options:

Due to concerns over the safety and appearance of the structure, the do-nothing option is not recommended.

CITY OF KINGSTON
Office of the City Engineer
 jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

After consideration of the options and constraints of the situation, my recommendation is that the council consider the following short-term and longer-term actions:

Recommended short-term action:

- Remove and repair the canopy at 43-45 N. Front Street at a cost of \$155,000.00
- Begin investigation, testing and design of the additional longer-term actions described below

Recommended longer-term action:

- perform repairs to correct leaks at at an estimated cost of \$150,000.00
- perform column pier and footing repairs at an estimated cost of \$160,000.00 to \$300,000.00.
- develop a program of ongoing maintenance for the Pike Plan

Please refer this item to the Finance Committee for further discussion. Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

John M. Schultheis
 City Engineer

Cc: Steve Noble, Mayor
 Douglas Koop, Chair, Finance Committee
 John Tuey, Comptroller

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Mayor

Item Type: Proposed Resolution

Agenda Section:

Subject:

Home Rule Request

Suggested Action:

Attachments:

[20190211105807.pdf](#)

Resolution 24 of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING A HOME RULE REQUEST FOR ENACTMENT OF SPECIAL LAWS RELATING TO PROPERTY, AFFAIRS OR GOVERNMENT

Sponsored by: Finance and Audit Committee: Aldermen: Koop, Scott-Childress,
J. Noble, O'Reilly, Schabot

WHEREAS, the City of Kingston has a significant interest in promoting the economic welfare, recreational opportunities and increasing prosperity of our residents; and

WHEREAS, the City also desires to actively promote and encourage economically sound commerce, industry and projects for the purpose of preventing unemployment and economic deterioration; and

WHEREAS, the Ulster County Development Agency is recently undergoing changes in leadership and direction, resulting in substantial uncertainty; and

WHEREAS, this combination of circumstances requires the City to develop its own Industrial Development Agency to provide the stability necessary to address the aforementioned concerns; and

WHEREAS, the City of Kingston requires specific legislation relating to the development of property and affairs or government which does not in terms and effect apply to all cities; and

WHEREAS, the City of Kingston does not have the power to enact such legislation by local law; and

WHEREAS, pursuant to Municipal Home Rule Law, Section 40, request may be made by the Mayor with the concurrence by a vote of two-thirds of the Common Council to the State Legislature for the enactment of a special law relating to property, affairs or government; and

WHEREAS, the New York State Industrial Development Agency Act and the Agency's enabling legislation, respectively constituting Article 18-A and Section 852 of the General Municipal Law (Chapter 24 of the Consolidated Laws of New York) (the "Act") authorizes creation of industrial development agencies (1) to promote the economic welfare, recreational opportunities and prosperity of its inhabitants, and (2) to promote, attract, encourage and develop recreation and economically sound commerce and industry through governmental action for the purpose of preventing unemployment and economic deterioration; and

WHEREAS, special legislation has been drafted for submission to the NYS Senate by Sen. George Amedore identified as Senate Bill _____ to authorize for the benefit of the City of Kingston and the inhabitants thereof, an industrial development agency to be known as the "City of Kingston Industrial Development Agency"; and

WHEREAS, special legislation has been drafter for submission to the NYS Assembly by Assemblyman Kevin Cahill which is identical to Senate Bill _____ authorizing an industrial development agency to be known as the "City of Kingston Industrial Development Agency.

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

SECTION 1. That the Common Council of the City of Kingston hereby approves the submission of a Home Rule Request for the enactment of special legislation to create its own Industrial Development Agency, in the form of a Senate Bill _____, entitled "authorizing a Home Rule Request for Enactment of Special Laws relating to property, affairs, or government" and its matching Assembly Bill of the same title.

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day of _____, 2019

Approved by the Mayor this _____ day of _____, 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

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 Mayor DATE January 24, 2019

Description: Approving the submission of a Home Rule Request for the enactment of special legislation for the City of Kingston to create its own Industrial Development Agency in the form of Senate Bill and its matching Assembly bill

Estimated Financial Impact _____ Signature [Signature]

Motion by SS

Seconded by RS-C

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: _____

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

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov



Steven T. Noble
Mayor

January 4, 2019

Mr. James L. Noble, Jr.
Alderman-At-Large
President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

Dear President Noble,

As part of my overall economic development agenda, we have been working to create new, living wage jobs in our community and have used a variety of tools to do so. We have successfully worked with various entities and organizations that have partnered with us to demonstrate the high quality of life, diverse population, skill sets, and available space, which have allowed us to work on creating a new economy here in Kingston.

In an effort to make sure that we have all the tools available to us, I believe it is important that the City of Kingston work with our partners in the state legislature to create our own Industrial Development Agency (IDA). Currently, the County IDA is going through a change in leadership and management, and may have different priorities than us here in Kingston.

I would ask the council to respectfully request home-rule legislation be prepared and carried for the City, in an effort to create the City IDA.

Thank you for your assistance in this matter.

Respectfully Submitted,

Steven T. Noble
Mayor

Resolution of the City of Kingston authorizing a Home Rule Request for Enactment of Special Laws Relating to property, affairs or government.

WHEREAS, the City has a significant interest in promoting the economic welfare, recreational opportunities and increasing prosperity of our residents, and

WHEREAS, the City also desires to actively promote and encourage economically sound commerce, industry and projects for the purpose of preventing unemployment and economic deterioration, and

WHEREAS, the Ulster County Development Agency is recently undergoing changes in leadership and direction, resulting in substantial uncertainty, and

WHEREAS, this combination of circumstances requires the City to develop its own Industrial Development Agency to provide the stability necessary to address the aforementioned concerns, and

WHEREAS, the City of Kingston requires specific legislation relating to the development of property and affairs or government which does not in terms and effect apply to all cities, and

WHEREAS, the City of Kingston does not have the power to enact such legislation by local law, and

WHEREAS, pursuant to Municipal Home Rule Law Section 40, request may be made by the Mayor with the concurrence by a vote of two-thirds of the Common Council to the State Legislature for the enactment of a special law relating to property, affairs or government

WHEREAS, the New York State Industrial Development Agency Act and the Agency's enabling legislation, respectively constituting Article 18-A and Section 852 of the General Municipal Law (Chapter 24 of the Consolidated Laws of New York) (the "Act") authorizes creation of industrial development agencies (1) to promote the economic welfare, recreational opportunities and prosperity of its inhabitants, and (2) to promote, attract, encourage and develop recreation and

economically sound commerce and industry through governmental action for the purpose of preventing unemployment and economic deterioration; and

WHEREAS , special legislation has been drafted for submission to the NYS Senate by Sen. George Amedore identified as Senate Bill to authorize for the benefit of the City of Kingston and the inhabitants thereof, an industrial development agency to be known as the CITY OF KINGSTON INDUSTRIAL DEVELOPMENT AGENCY, and

WHEREAS, special legislation has been drafter for submission to the NYS Assembly by Assemblyman Kevin Cahill which is identical to Senate Bill , authorizing an industrial development agency to be known as the CITY OF KINGSTON DEVELOPMENT AGENCY, and

NOW, THEREFORE, BE IT RESOLVED, that the City of Kingston hereby approves the submission of a Home Rule Request for the enactment of special legislation to create its own Industrial Development Agency, in the form of Senate Bill , entitled "authorizing a Home Rule Request for Enactment of Special Laws Relating to property, affairs or government." and its matching Assembly bill of the same title.

Finance and Audit Committee Agenda Item Report

Meeting Date: February 13, 2019

Submitted by: Dee Sills

Submitting Department: Mayor

Item Type: Proposed Resolution

Agenda Section:

Subject:

Citibus Merger

Suggested Action:

Attachments:

[20190211123026.pdf](#)

Resolution 16 of 2019

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
AUTHORIZING THE DISSOLUTION OF CITIBUS TRANSIT SERVICE AND APPROVING
THE ENTERING INTO OF AN AGREEMENT WITH ULSTER COUNTY TO PROVIDE
EXPANDED TRANSIT SERVICE IN THE CITY OF KINGSTON AND APPROPRIATION OF
FUNDS THEREFOR

Sponsored by: Finance and Audit Committee: Aldermen: Koop, Scott-Childress,
J. Noble, O'Reilly, Schabot

WHEREAS, the City operates a public transportation system known as the "CitiBus" which is partially funded by federal and state subsidies; and

WHEREAS, Citibus ridership has declined by over 35% between 2004 and 2017, and there is difficulty in filling driver positions, as well as the need to commit to significant capital investment in the near future; and

WHEREAS, the City has struggled to meet its Federal and State grant obligations given system size and limited funding available for administration and oversight; and

WHEREAS, the Citibus offers service to various destinations within Ulster County outside the City limits that are important destinations for transit users to meet their everyday needs; and

WHEREAS, the County currently operates a public transportation system known as Ulster County Area Transit (hereafter "UCAT") which receives Federal and State subsidies; and

WHEREAS, UCAT provides services within the City that assist in making connections to important destinations for city residents; and

WHEREAS, the County and the City as part of the sales tax agreement signed in 2016, agreed in principle and in the spirit of cooperation, to seek to facilitate a single public transit system within the County operated by the County, so long as such system would be in compliance with all federal and state grants that each entity has received or expect to receive for transit services; and

WHEREAS, the City is desirous of taking steps to ensure that there is adequate public transportation for the residents of the City as part of any decision to discontinue the Citibus transit service and to move to a single public transit system; and

WHEREAS, to inform decisions related to establishing single transit provider operated by the County, the City and the County requested the Ulster County Transportation Council (hereinafter the "Plan"); and

WHEREAS, the Plan has identified the steps necessary to ensure compliance with Federal and State requirements associated with moving to a single transit provider. In addition, the Plan, with input from the public, proposed the creation of new optimized bus routes and demand response areas throughout the City to ensure that critical destinations and sensitive populations would be served should the City be unable to sustain or desire to discontinue its transit operations; and

WHEREAS, based on the Plan, the County is prepared to expand UCAT's bus service within the City in consideration of mutual promises, conditions and representations; and

WHEREAS, the County using UCAT will create three (3) optimized City routes as well as demand response areas subject to future modifications based on input from the City and users of the system; and

WHEREAS, the Plan, as part of the service analysis, specifically identified sensitive populations and locations as outlined in the Federal Transit Administration Title VI requirements to ensure that these populations would not be adversely affected by the proposed route changes; and

WHEREAS, the proposed routes would enhance service to many areas of the City to ensure that a disproportionate burden on minority, Hispanic, low income, or Limited English Proficiency (LEP) populations does not occur; and

WHEREAS, in anticipation of initiating bus service within the City, the County and the City will make any needed budget appropriations in their 2019 operating budgets to allow the County to expand service within the City; and

WHEREAS, the City and the County are coordinating with the Federal Transit Agency (FTA) and the New York State Department of Transportation (NYSDOT) to ensure that the necessary requirements are met; and

WHEREAS, the City has identified the federal assets that it now holds that would be transferred to Ulster County to assist in providing expanded transit service in the City by the County; and

WHEREAS, the City and County have developed an Memorandum of Agreement (MOA) to effectuate the transit service changes now proposed; and

WHEREAS, the MOA anticipates that the County would provide expanded transit service within the City beginning on or about July 1, 2019; and

WHEREAS, the MOA provides for initial funding from the City in the amount of One Hundred Twelve Thousand Five Hundred (\$112,500.00) Dollars for 2019 and thereafter Two Hundred Twenty-five Thousand (\$225,000.00) Dollars annually for a period of five (5) years.

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

SECTION 1. That the Common Council of the City of Kingston hereby approves the dissolution of the transit service in the City of Kingston beginning on or about July 1, 2019 in accordance with the MOA.

SECTION 2. That the Common Council of the City of Kingston hereby authorizes the City of Kingston to pay in the 2019 funding amount included in the MOA upon initiation of the expanded service by the County.

SECTION 3. That the Mayor of the City of Kingston be and is hereby authorized to execute all necessary agreements, certifications or requests from the FTA, NYSDOT, or the County to effectuate the dissolution of the transit service by the City and the initiation of expanded service by the County.

SECTION 4. That in addition to the Mayor, the following municipal titles, Superintendent of Public Works, City Comptroller, and Director of Public Transit are also hereby authorized to execute any necessary agreements or certifications on behalf of the City with the FTA, NYSDOT and the County in Connection with the advancement or approval of the above action.

SECTION 5. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day of _____, 2019

Approved by the Mayor this ____ day of _____, 2019

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2019

Resolution 16 2019 Citibus Dissolution Agree UC

THE CITY OF KINGSTON COMMON COUNCIL

16

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION X _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Mayor

DATE January 24, 2019

Description: Authorizing the dissolution of Citibus Transit Service in the City and approving the entering into of an Agreement with Ulster County to provide expanded transit service in the City of Kingston and appropriation of the funds therefore

Estimated Financial Impact _____

Signature [Signature]

Motion by RS-C

Seconded by SS

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: _____

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

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



January 4, 2019

Mr. James L. Noble, Jr.
Alderman-At-Large
President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

Dear President Noble,

Since 2016, I have been working with the County, the Common Council, Citibus and the community to integrate our two bus systems to have one unified system, to provide a more efficient and robust service within the City for our residents. We have had fruitful conversations with the County, which have led to reaching an agreement.

I would ask that this agenda item be placed on the upcoming Finance committee agenda. I look forward to discussing this matter with the members of the council.

Respectfully Submitted,

Steven T. Noble
Mayor

MEMORANDUM OF AGREEMENT
Expansion of Ulster County Public Transit System

Between
CITY OF KINGSTON
and
COUNTY OF ULSTER

This Memorandum of Agreement (hereinafter "MOA") between the **CITY OF KINGSTON**, a municipal corporation of the State of New York with its offices at 420 Broadway, Kingston, New York 12401 (**hereinafter "City"**) and **COUNTY OF Ulster**, a municipal corporation of the State of New York with its offices at 244 Fair Street, Kingston, New York 12401, (**hereinafter "County"**),

WITNESSETH:

WHEREAS, the City operates a public transportation system known as the "CitiBus" which is partially funded by federal and state subsidies; and

WHEREAS, CitiBus ridership has declined by over 35% between 2004 and 2017 and there is difficulty in filling driver positions, as well as the need to commit to significant capital investments in the near future; and

WHEREAS, the City has struggled to meet its Federal and State grant obligations given the limited personnel available for administration and oversight; and

WHEREAS, the City's three (3) main bus routes carry passengers to various destinations outside the City limits but within Ulster County, and these are important destinations for riders to meet their everyday needs; and

WHEREAS, in response to the difficulties associated with the City's transit system, the County and the City, as part of an agreement for sales tax distribution dated June 13, 2016 (the "Sales Tax Agreement"), agreed in principle and in the spirit of cooperation to seek to facilitate a single public transit system within the County operated by the County, so long as such a system does not result in any additional cost to the County and that such a system would be in compliance with all federal and state grants that each entity has received or expect to receive for transit services; and

WHEREAS, the City's administration is desirous of taking steps to ensure that there

is adequate public transportation for the residents of the City as part of any decision to discontinue the Citibus transit service and to move to a single public transit system; and

WHEREAS, the County currently operates a public transportation system known as Ulster County Area Transit (hereafter "UCAT") which receives federal and state subsidies; and

WHEREAS, in anticipation of moving to a single transit provider operated by the County, the Ulster County Transportation Council (hereinafter, the "UCTC"), beginning in 2016, undertook to develop an Ulster County Transit Systems Integration Plan (hereinafter, the "Plan") that identified the steps necessary to ensure compliance with federal and state requirements associated with moving to a single transit provider. In addition, the Plan, with input from the public, proposed the creation of new optimized bus routes and demand response areas throughout the City to ensure that critical destinations and sensitive populations would be served should the City be unable to sustain or desire to discontinue its transit operations; and

WHEREAS, based on the Plan, the County is prepared to expand UCAT's bus service within the City in consideration of the mutual promises, conditions and representations made herein; and

WHEREAS, in anticipation of expanding service into the City and utilizing the results of the Plan, UCAT will create three (3) optimized City routes as well as demand response areas, along with time schedules (Appendix A), to be subject to future modification(s) pursuant to the provisions of Section 3.05(a) herein and in accordance with any funding requirements outlined in Section 1.02 below; and

WHEREAS, the Plan, as part of the service analysis, specifically identified sensitive populations and locations as outlined in the Federal Transit Administration Title VI requirements to ensure that these populations would not be adversely affected by the proposed route changes; and

WHEREAS, the proposed routes would enhance service to many areas of the City to ensure that a disproportionate burden on minority, low-income, or Limited English Proficiency populations does not occur; and

WHEREAS, in anticipation of initiating bus service within the City, the County and the City will make the needed budget appropriations in their 2019 operating budgets to allow the County to expand its city-wide bus service beginning on or about July 1, 2019, and

WHEREAS, the County hereby agrees to expand its public transportation system

to provide bus service to the residents of the City upon the City transit service ceasing to operate.

NOW, THEREFORE, the parties hereto set forth their understanding of this undertaking as follows:

Article I: GENERAL

Section 1.01 Legal Requirements

The County agrees to expand UCAT service within the City on or about July 1, 2019. Accordingly, in expectation of that event, the City and the County agree to:

- (a) Assign appropriate staff to oversee the expansion of UCAT into the City, and obtain the approval of the Federal Transit Administration (hereinafter "FTA") and the New York State Department of Transportation (hereinafter "NYSDOT") as may be required; and
- (b) Provide to each other and to the FTA and NYSDOT, complete information and data regarding the administration, operation, and finances of the respective transit systems of County and City; and
- (c) Enter into any additional agreements as may be required to effect the release of business records between County, City, FTA and NYSDOT; and
- (d) Provide such indemnification and hold harmless agreements or other written assurances as may be required to effect the expansion of UCAT and the elimination of Citibus, and
- (e) Assist city employees, displaced by the elimination of Citibus, with finding alternate employment opportunities with UCAT, the City or the County.

Section 1.02 Funding

The City acknowledges that it has been awarded various funds for its Citibus Transit System from both federal and state sources including but not limited to the Urbanized Area Formula Funding Program 5307 and 5339 funds, New York State Accelerated Transit Capital as well as the State's Public Transportation Modernization and Enhancement Program funds. The City agrees that, to the extent that these federal and state funds are not needed or cannot be utilized to reimburse the City for costs already incurred in the operation of its transit system, regardless of when the City receives the funds, that any remaining funds will, if permitted by the funding source, be made available for use by the County to offset costs for operation of its expanded transit service in the City as soon as practicable.

Section 1.03 Cooperation

- (a) The City and the County shall mutually assist each other in matters involving the expansion of UCAT. The County and the City shall maintain a good working relationship with the FTA and NYSDOT at all times, including preparing and providing information requested by FTA and/or NYSDOT about each municipality's transit system in a complete and timely manner.
- (b) The City and the County shall each be informed in advance of all meetings or hearings convened by FTA, NYSDOT, CITY or COUNTY in regard to their respective transit systems and the City and the County shall each be entitled to participate in any such meetings. The Parties shall also, upon request of the other party and without any consideration, attend any meetings between the FTA or NYSDOT with regard to the discontinuance of Citibus service and/or the expansion of UCAT service within the City.
- (c) Each party will use all reasonable efforts to maintain the confidentiality of all appropriate information of the other party regarding the operations of the transit system and to prevent the unauthorized disclosure and dissemination of any confidential information to any person or entity. Public records requests pursuant to FOIL shall be documented and submitted to the City's and the County's authorized representatives and designees immediately upon receipt, in order to proceed with the timely review of the requested records in accordance with Article 6 of the Public Officers Law.

Section 1.04 Indemnifications

The County and the City are not agents or representatives of the other and neither party shall represent itself as such. No agreement made by any one party shall bind or create a contractual relationship with the other party without the express written consent and approval of the other party.

Article II. CITY REPRESENTATIONS

Section 2.01 Power and Authority

The City has the necessary power and authority to enter into and perform its duties under this MOA. Complete elimination of the City transit system would only occur through the disposition of assets as set forth in Section 2.04 of this MOA, which will require approval of the Common Council, which the City will obtain prior to discontinuing Citibus services as such assets are necessary for UCAT to expand its service in the City.

Section 2.02 Impediments

- (a) The City represents that there is no action, suit, proceeding, inquiry, or investigation, at law or in equity, before or by any court, public board or body pending or threatened in writing against or affecting City with respect to City's operation of the Citibus system or any basis thereof, wherein an unfavorable decision, ruling or finding would materially, adversely affect the transaction contemplated hereby, or which in any way would adversely affect the validity or enforceability of this MOA and any subsequent agreement.
- (b) The City represents that existing obligations and commitments of City do not conflict with this MOA and do not adversely affect its ability to fulfill its obligations under this MOA and any subsequent agreement. City further represents that it will address in a timely manner any future obligations or commitments that may conflict with this MOA or any subsequent agreement.
- (c) The City expressly agrees that it shall retain any and all liabilities and that the County will not assume any liabilities in respect to the City's violation of any environmental laws, environmental permits, and/or releases of hazardous material in each case to the extent arising out of or otherwise related to acts or omissions occurring or caused prior to the date that the City ceases operation of its Citibus system, or the ownership, occupancy, or operation by the City of its Transit Garage or any other real property used by the City in its operation of the Citibus system.
- (d) The City expressly agrees that it shall retain any and all liabilities and that the County will not assume any liabilities for severance (if any) payable to any City employee in the event of termination of such employees.
- (e) The City expressly agrees that the County shall not assume any liabilities and or costs associated with any pending or threatened action or proceeding or claim to the extent that arising out of, relating to or otherwise in respect to the City's operation of the Citibus system prior to the date that the City ceases operation of its Citibus system.
- (f) Except as disclosed to County, to the best of its knowledge, City is not in violation of any law, order, rule or regulation applicable to any facility or program operated, maintained or managed by City the violation of which would adversely affect the parties' performance of this MOA and any subsequent agreement.

Section 2.03 Responsibilities

- (a) The City shall be responsible for any reporting, accounting and filing requirements of the FTA and/or NYSDOT associated with the City's bus service.

- (b) The City shall support resolutions as needed by UCTC to assign all unobligated past federal and state funding including but not limited to: Urbanized Area Formula Funding Program Section 5307, 5340, and 5339 funding to the County and shall support the County's need for this funding in the future to provide expanded transit service in the City.
- (c) The City shall provide the County with resolutions of authorization and letters of support as may be required to assist County with regard to performance of its obligations under this MOA and any subsequent agreements.

Section 2.04 Asset Disposal

Upon the request of County and approval by the Common Council, the City shall transfer federally and/or state funded City assets previously approved by the County as set forth in the City of Kingston Assets, Proposed Disposal and Depreciation Schedule ("Disposal Plan") (**Appendix C**), which are currently used to provide public transportation in the City to the County without compensation, subject to approval of the FTA and NYSDOT. The availability of these assets is critical to the ability of the County to expand service and such assets shall be made available to the County at the time of the expansion of the service by UCAT.

Section 2.05 Transit Capital and Operating Fund

Within ~~sixty (60)~~ days of the initiation of expanded service in the City by the County, the City shall provide the County a one-time payment of **One Hundred Twelve Thousand, Five Hundred (\$112,500.00) Dollars**, and thereafter the City, beginning on the first of the year after the initiation of the expanded UCAT service and lasting for a period of **Five (5) years**, shall pay the County **Two Hundred Twenty-Five Thousand and 00/100, (\$225,000.00) Dollars**, annually to support UCAT's expanded transit service within the City. Such payments shall be made in equal quarterly installments by the 10th day of the following month after the end of each quarter. The County shall have the right to withhold and utilize funding due the City as part of the Sales Tax Agreement to provide this expanded service should the required payments not be received by the County.

Section 2.06 Transit Garage

The City and the County acknowledge that the ability of the County to provide expanded transit services within the City by UCAT may be hindered absent the ability to immediately provide adequate safe storage for transit assets necessary for

this service. Accordingly, the City, if requested by the County, shall make available to UCAT the area within its garage facilities currently used to house buses for a period of five (5) years to enable the County to establish its own necessary transit facilities to provide for the expanded service within the City. The City and County shall agree upon the cost associated with the use of these facilities which shall be reasonable and documented so as to be eligible for reimbursement using federal or state funding sources.

Article III. COUNTY REPRESENTATIONS

Section 3.01 Power and Authority

The County has the necessary power and authority to enter into and perform its duties under this MOA and any subsequent agreement.

Section 3.02 Impediments

- (a) The County represents that there is no material action, suit, proceeding, inquiry, or investigation, at law or in equity, before or by any court, public board or body pending or threatened in writing against or affecting the County or on any basis thereof, wherein an unfavorable decision, ruling or finding would materially, adversely affect the transaction contemplated hereby, or which in any way would adversely affect the validity of this MOA and any subsequent agreement.
- (b) The existing obligations and commitments of the County do not conflict with this MOA and do not adversely affect its ability to fulfill its obligations under this MOA and any subsequent agreement.

Section 3.03 Responsibilities

- (a) The County shall, upon Citibus ceasing to operate, expand UCAT operations in the City, initially operating three (3) routes within the City as well as demand response service as set forth in (Appendix A), to address the needs of City transit riders. The County intends to operate these routes based upon input provided from City transit riders and other stakeholders during previously held meetings. The County shall also, within the first six (6) months of operation of the new routes, hold public meetings to assess the effectiveness of the new routes and seek to address any comments received.
- (b) The County will provide transit service for special events as follows: (i) in accordance with all federal rules; (ii) and in conformance with the County's adopted policies for these events; and (iii) within the available resources of the

UCAT's staffing and equipment.

- (c) The County shall provide the City with resolutions of authorization and letters of support as may be required to assist City with regard to performance of its obligations under this MOA and any subsequent agreements,
- (d) The County agrees to accept the transfer of City owned assets as set forth in the Disposal Plan (Appendix C), upon approval of the Common Council. Such approval and transfer of assets shall be a condition of the County's expansion of service in the City by UCAT.
- (e) The County acknowledges that among the assets transferred to the County by the City are assets subject to rules and regulations promulgated by federal and state agencies and the County agrees to abide by those rules and regulations as they may pertain to those assets.
- (f) The City and the County acknowledge their respective responsibilities under U.S.C. Section 5333(b) to protect the interests of City Transit Employees, including protective arrangements that include provisions as may be necessary for the continuation of collective bargaining rights, and the County agrees to make an offer of employment to full-time bus drivers employed by the City.

Section 3.04 Communication

The County will provide updates to the City on a quarterly basis on the ridership associated with each of the new routes for the first two (2) years after Citibus ceases operation and will make available ridership data annually thereafter.

Section 3.05 Community Process

- (a) The City and the County agree to hold public meetings and outreach seminars regarding the three (3) routes and demand response zones and to use the feedback in the design of future routes.
- (b) The County will develop schedules, literature, and outreach brochures for the expansion of service into the County.

IN WITNESS WHEREOF, the parties have caused this MOA to be executed by their duly authorized representatives as of the DATE stated below.

SIGNATURE

City of Kingston

By: _____

Title: Mayor

Date: _____

County of Ulster

By: _____

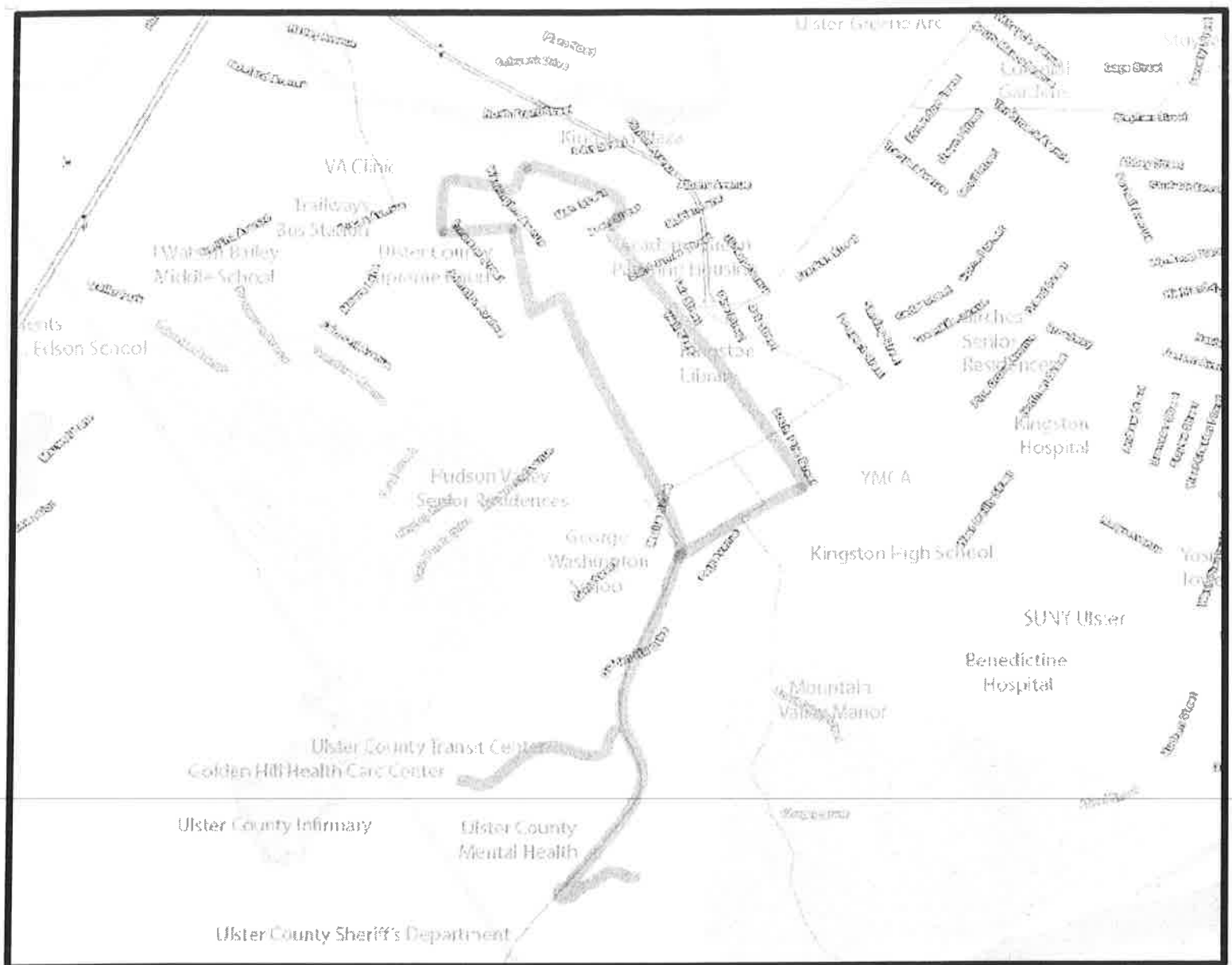
Title: Chairman

Date: _____

Appendix A:

Proposed Route Expansion into the City of Kingston

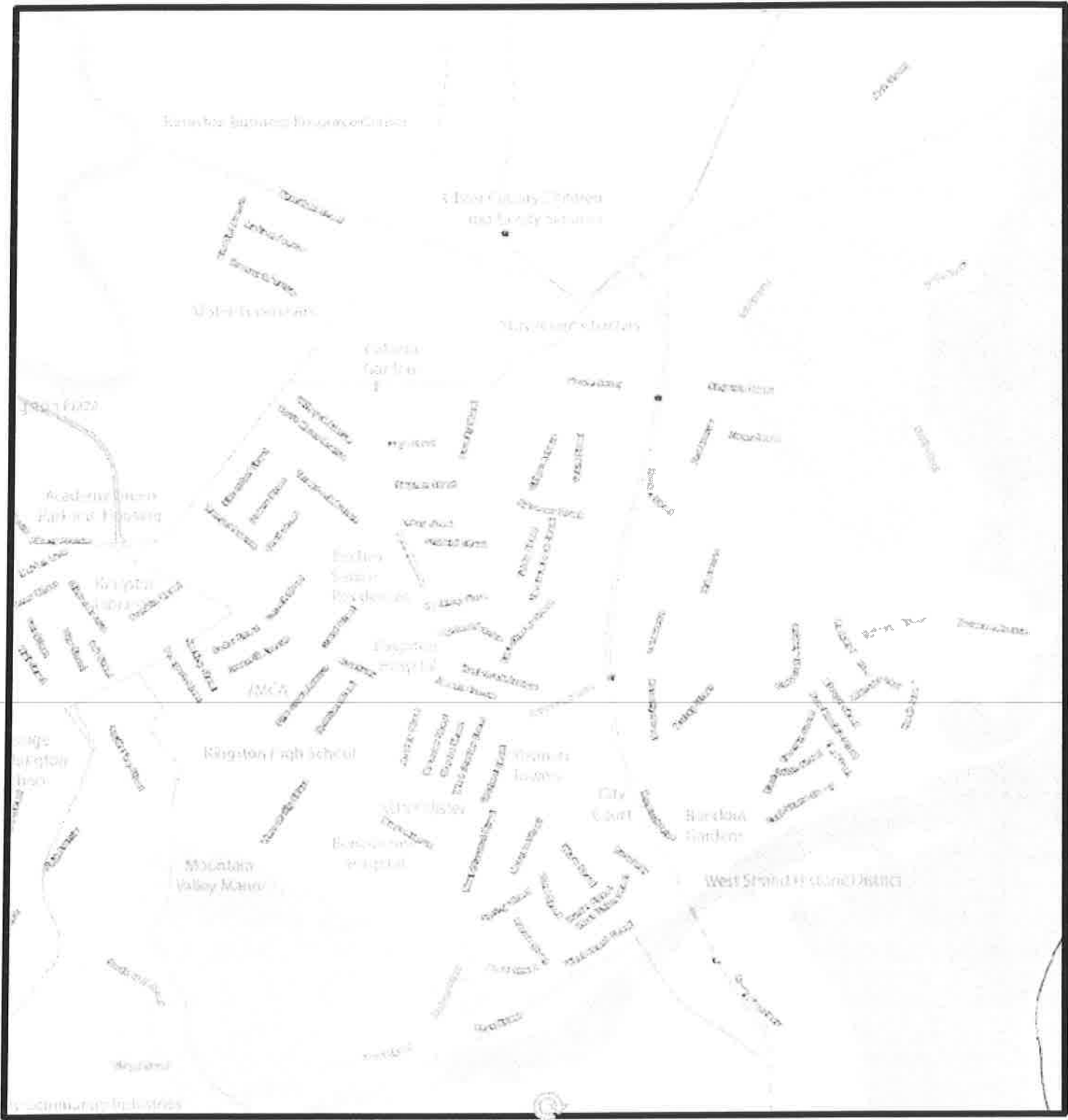
Red Route Map including adjacent DRT Zones. Route travels Wall St → N. Front → Frog Alley → Schwenk → Kingston Plaza → Clinton → Greenkill → Broadway/32 → Golden Hill → Ulster County Sheriff's Dept.



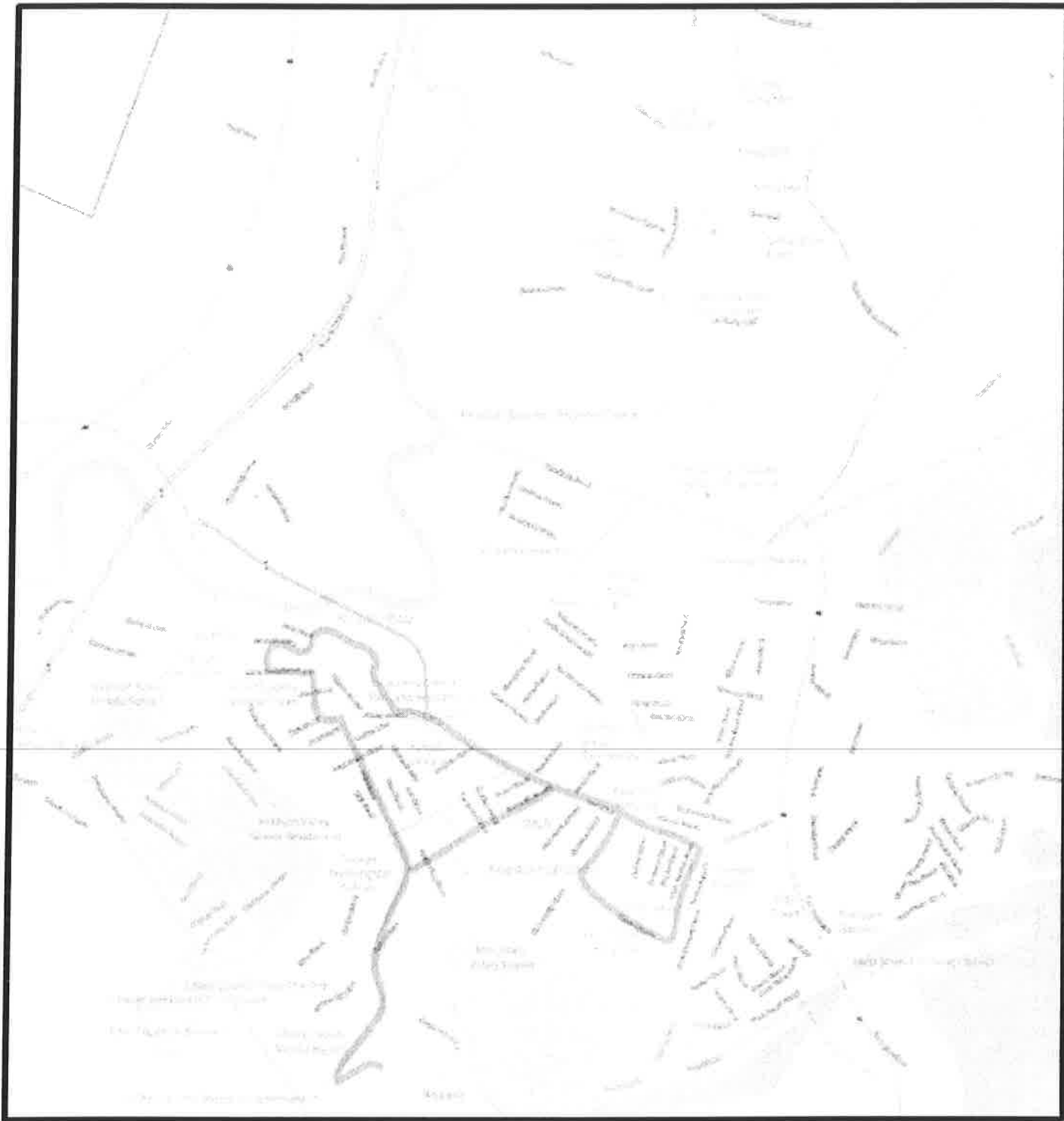
Blue Route Map including adjacent DRT zones



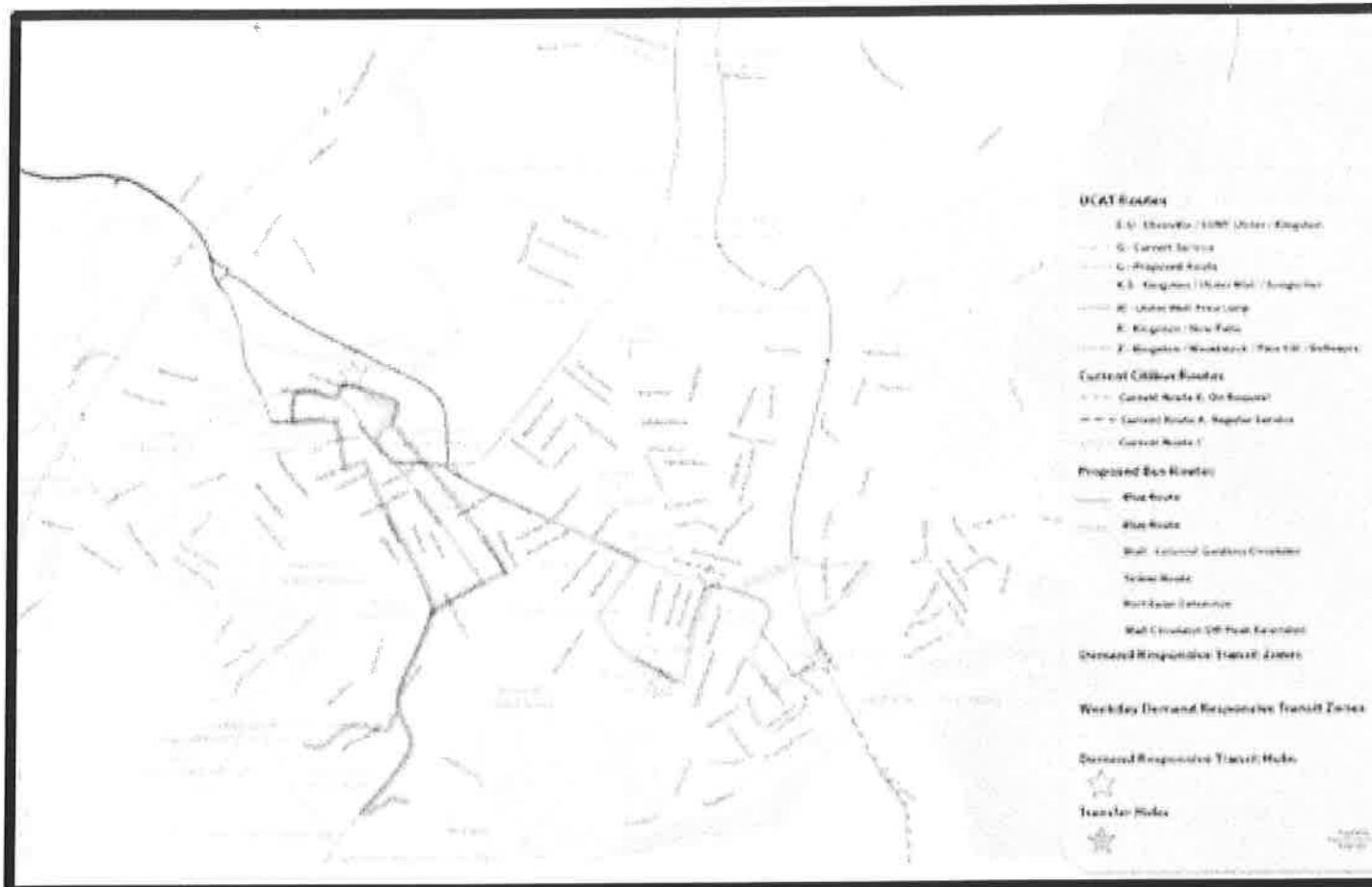
Yellow Route Map including adjacent DRT Zones



Combined Saturday Service Route Map



Weekday Demand Response Transit (DRT) Zones in relation to other weekday routes



Appendix B:

City of Kingston Asset, Proposed Disposal and Depreciation Schedule

INSERT FINAL ASSET DISPOSAL IN ACCORDANCE WITH FTA REGULATIONS
SUCH DISPOSAL SHALL INCLUDE ALL TRANSIT VEHICLES WITH A REMAINING OPERATIONAL LIFE.