



City of Kingston Finance and Audit Committee
Meeting Agenda
Monday, March 26, 2018

OLD BUSINESS

Chief Tinti, KPD Re: Body Worn Camera
[BWC Bonding request.pdf](#)

NEW BUSINESS

Brenna Robinson, Community & Economic Dev Re: Authorization to Expend Funds - Lead Grant
[Eco Dev Budget Transf-Mod.pdf](#)
[CD Auth Exp Funds.pdf](#)

2017 YEAR-END TRANSFERS

Chief Brown Re: 2017 Year-End Budget Transfers
[KFD 2017 Transfer.pdf](#)

Budget Transfer WWTP
Suggested Action: Approve
[scan0184.pdf](#)

Information Technology Re: Budget Transfer Request
[scan0182.pdf](#)

DPW Year End Transfers
[Year End Transfers Letter to Council 3-20-18.pdf](#)

WWTP Re: 2017 Year End Budget Transfer
[20180322111540.pdf](#)

2017 Year End Sewer Fund Transfers
Suggested Action: Refer to 3/26/18 Finance Meeting
[Sewer Fund 2017 Year End Transfers Committee Report.pdf](#)
[Sewer Fund Transfer - 2017.xlsx](#)

2017 Year End Transfers Comptroller and Other Departments
Suggested Action: Refer to 3/26/18 Finance Meeting
[Comptroller and other Depts 2017 Year End Transfers Committee Report.pdf](#)
[Year End Transfers.xlsx](#)

2017 Year End General Fund Retirement System Transfers
Suggested Action: Refer to 3/26/18 Finance Committee Meeting
[General Fund 2017 Year End Retirement System Transfers Committee Report.pdf](#)
[General Fund NYS Retirement Transfers.xlsx](#)

City Clerk 2017 Year-End Budget Transfer
[Clerk Registrar bud mod request YE 2017.pdf](#)
[Clerk YE 2017.pdf](#)

Corporation Counsel 2017 Transfer of Funds
[20180323142152.pdf](#)

Parks and Recreation 2017 Year End Budget Transfer
[2017 year end transfer Parks.pdf](#)

KPD 2017 Year End Budget Transfer
[KPD 2017 YE Transfer.pdf](#)

CITY OF KINGSTON

Police Department

police@kingston-ny.gov

Egidio F. Tinti, Chief of Police



Steven T. Noble, Mayor

March 2, 2018

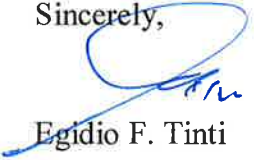
Honorable James Noble
Alderman-at-Large
420 Broadway
Kingston, NY 12401

Dear Mr. Noble,

I am respectfully requesting the City to bond for funding to include in our Data Processing Account, to upgrade our computer network with the purchase of a new server and data storage hardware to support the requirements for our Body Worn Camera Program. We are also requesting to purchase additional body cameras and transfers stations to support the same.

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

Sincerely,



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

EFT/mab

Enclosure

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

John Tuey
City Comptroller

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST X
OTHER _____

DEPARTMENT: Police Department

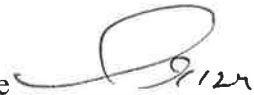
DATE: March 2, 2018

Description: Request for transfer for the purchase of a replacement server, data storage, and body cameras to support the Body Worn Camera Program.

From: TBD Bond Account \$115,000

To: A1.3120.5205 Data Processing Equipment \$115,000

Estimated Financial Impact: \$115,000

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		

2018 Budget Modification

Account #	Transfer Out of	Transfer Into
Data Processing A1.3120.5205		\$ 115,000.00
<i>Bond Account</i> A1.1990.5404	\$ 115,000.00	
TOTALS	\$ 115,000.00	\$ 115,000.00

Body Camera Program Upgrade 2018

Server Package	23,000
Data Storage	45,000
5-Year Service Contracts	13,000
Professional Services Agreement (Installation)	12,000
(16) Body Worn Cameras	19,000
(2) Data Transfer Stations	3,000
Total	\$115,000

Justification

The new server and storage being requested is necessary to meet the need 180-day storage requirement for body camera programs. We have been working closely with the City's Information Technologies Department and Computer Professionals International (CPI), the vendor for our current servers, to determine the best long-term solution to this need. The recommendation for the best case scenario is to move the "older/existing" equipment to Building Safety using the 1 gig fiber link as a disaster recovery site. This requires upgrading the existing servers and storage setup since the entire box we current utilize will be for disaster recovery only. In addition to the request for the new server and storage, IT is recommending we purchase the 5-year support option. Particularly when the delta between 3 and 5 years is only about \$4.2k. Lastly, we are requesting 16 additional body cameras and two data transfer stations to improve the efficiency of the program as we incorporate all three patrol shifts in the program.

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION X _____
ZONING _____

TRANSFER X _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Office of Economic & Community Development

DATE March 26, 2018

Description: Budget Transfer/Mod as follows:

From:	NYS Grant	A1698923 43389	\$252,454.40
To:	Contracted Services	A1698914 5472	\$245,273.20
	Travel	A1698914 5461	\$196.20
	Data Proc. Equipment	A1698914 5205	\$1,605.00
	Materials & Supplies	A1698914 5485	\$2,625.00
	Postage	A1698914 5463	\$165.00
	Advertising	A1698914 5464	\$220.00
	Furniture & Fixtures	A1698912 5202	\$650.00
	Other Equipment	A1698912 5211	\$1,720.00

Estimated Financial Impact: 0

Signature



Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

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

RESOLUTION ____ of 2018

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
RECOMMENDING APPROVAL FOR TRANSFERS AND MODIFICATIONS TO THE 2018
ECONOMIC DEVELOPMENT BUDGET.

Sponsored by:

WHEREAS, the City of Kingston has been awarded a Lead Service Line Replacement Program grant (#DOH01-C33212GG-3450000) in the amount of \$544,745.00 (five hundred forty-four thousand, seven hundred forty-five dollars and zero cents) from the New York State Department of Health for the replacement of lead water service lines to city residences; and

WHEREAS, this grant funding is available on a reimbursement basis; and

WHEREAS, there are expense lines required for the project work that are not currently part of the Economic Development budget; and

WHEREAS, funds must be made available to pay costs for project work that will then be reimbursed to the City from NYSDOH from the LSLRP grant funds.

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

SECTION 1. That the sum of \$252,454.40 be transferred, as attached.

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____, 2018

Approved by the Mayor this ____ day
of _____, 2018

Carly Winnie, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2018

From:	NYS Grant	A1698923 43389	\$252,454.40
To:	Contracted Services	A1698914 5472	\$245,273.20
	Travel	A1698914 5461	\$196.20
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	Advertising	A1698914 5464	\$220.00
	Furniture & Fixtures	A1698912 5202	\$650.00
	Other Equipment	A1698912 5211	\$1,720.00



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

December 11, 2017

The Honorable Steve Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401

Re: Lead Service Line Replacement Program
Grant Award Notification
(C) Kingston, Ulster Co.

Dear Mayor Noble:

On behalf of the New York State (NYS) Department of Health, I am pleased to inform you that your municipality has been awarded a NYS Lead Service Line Replacement Program (LSLRP) Grant. The LSLRP was created by the NYS Clean Water Infrastructure Act of 2017 to provide municipalities with grant funds to assist in the replacement of lead service lines.

Your LSLRP grant has been awarded in an amount not to exceed \$544,745. The final amount of your grant will be determined in accordance with program requirements and is contingent upon the review and approval of the Office of the State Comptroller.

In order to begin the contract negotiation process, please send your finance contact person's name, phone number and e-mail address to LSLRP@health.ny.gov. Also, if you wish to designate a municipal contact to receive LSLRP related information, please provide that contact information as well.

Additional details about the LSLRP can be found on the program web site: <https://health.ny.gov/environmental/water/drinking/lslrp/index.htm>. You may also contact Mr. Stephen Marshall (stephen.marshall@health.ny.gov) or Mr. Dan MacElrath (richard.macelrath@health.ny.gov) at (518) 402-7650 with any questions you may have regarding the LSLRP.

We look forward to working with you on your water quality improvement project.

Sincerely,

Lloyd R. Wilson, Ph.D.
Director
Bureau of Water Supply Protection
NYS Department of Health

cc.: NYSDOH - Metropolitan Region, Attn: Ms. Westerman, Ms. Pan
Ulster County Health Department, Attn: Ms. Smith

FROM: NYS GRANT
A1698924 43389

**ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
SUMMARY**

PROJECT NAME: City of Kingston- Lead Service Line Replacement Program

CONTRACTOR SFS PAYEE NAME: City of Kingston, NY

CONTRACT PERIOD: From: 03/01/2018
To: 02/28/2019

CATEGORY OF EXPENSE	GRANT FUNDS	MATCH FUNDS	MATCH %	OTHER FUNDS	TOTAL
1. Personal Services					
a) Salary	\$35819.10		%		\$35819.10
b) Fringe	\$9187.00		%		\$9187.00
Subtotal	\$45006.10	\$0.00		\$0.00	\$45006.10
2. Non Personal Services					
a) Contracted Services A1698914 5472	\$245273.20		%		\$245273.20
b) Travel A1698914 5461	\$196.20		%		\$196.20
c) Equipment →	\$1605.00		%		\$1605.00
d) Space/Property & Utilities	\$0.00		%		\$0.00
e) Operating Expenses →	\$3660.00		%		\$3660.00
f) Other →	\$1720.00		%		\$1720.00
Subtotal	\$252454.40	\$0.00		\$0.00	\$252454.40
TOTAL	\$297460.50	\$0.00		\$0.00	\$297460.50

Contract Number: # _____
Page 1 of 5, Attachment B-1 – Expenditure Based Budget

ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
PERSONAL SERVICES DETAIL

SALARY					
POSITION TITLE	ANNUALIZED SALARY PER POSITION	STANDARD WORK WEEK (HOURS)	PERCENT OF EFFORT FUNDED	NUMBER OF MONTHS FUNDED	TOTAL
1. Director	\$ 61,500.00	35.00	10.00%	12	\$ 6,150.00
2. Financials Manager	\$61215.00	35.00	10.00%	12	\$6121.50
3. Administrative Assistant	\$43336.00	35.00	10.00%	12	\$4333.60
4. Housing Rehabilitation Specialist	\$48035.00	35.00	40.00%	12	\$19214.00
5.			0.00%		\$0.00
6.			0.00%		\$0.00
7.			0.00%		\$0.00
8.			0.00%		\$0.00
9.			0.00%		\$0.00
10.			0.00%		\$0.00
11.			0.00%		\$0.00
12.			0.00%		\$0.00
13.			0.00%		\$0.00
14.			0.00%		\$0.00
15.			0.00%		\$0.00
Subtotal					\$ 35819.10
FRINGE - TYPE/DESCRIPTION					
Social Security @ 0.0765 of annual salary + Retirement @ 0.18 of annual salary					\$9187.00
PERSONAL SERVICES TOTAL					\$ 45,006.10

Contract Number: # _____
Page 2 of 5, Attachment B-1 – Expenditure Based Budget

ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
NON-PERSONAL SERVICES DETAIL

A1098914 5472

CONTRACTUAL SERVICES - TYPE/DESCRIPTION	TOTAL
1. Plumbing, Paving & Construction Contractors for lead line replacement work	\$245273.20
2.	
3.	
4.	
5.	
6.	
7.	
8.	
TOTAL	\$245273.20

A1098914 5461

TRAVEL - TYPE/DESCRIPTION	TOTAL
1. Year 1: 45 projects x 8 miles/project = 360 x \$0.54/mile IRS rate = 196.20	\$196.20
2.	
3.	
4.	
5.	
6.	
7.	
8.	
TOTAL	\$196.20

Contract Number: # _____

Page 3 of 5, Attachment B-1 – Expenditure Based Budget

DATA PROC. EQ. A16989145205

EQUIPMENT - TYPE/DESCRIPTION	TOTAL
1. 1, laptop computer with case and portable printer.	\$1605.00
2. This equipment will allow the project manager to complete contractual documents, change orders and	
3. other documents on site reducing time spent going back and forth from office to work sites.	
4.	
5.	
6.	
7.	
8.	
TOTAL	\$1605.00

SPACE/PROPERTY EXPENSES: RENT - TYPE/DESCRIPTION	TOTAL
1.	\$0.00
2.	
3.	
SPACE/PROPERTY EXPENSES: OWN - TYPE/DESCRIPTION	TOTAL
1.	\$0.00
2.	
3.	
TYPE/DESCRIPTION OF UTILITY EXPENSES	TOTAL
1.	\$0.00
2.	
3.	
TOTAL	\$0.00

Contract Number: #
Page 4 of 5, Attachment B-1 – Expenditure Based Budget

OPERATING EXPENSES - TYPE/DESCRIPTION		TOTAL
1. Materials & Supplies	A1698914 5485	\$925.00 + 100 + 100 = 2625
2. Postage	A1698914 5463	\$165.00
3. Advertising	A1698914 5464	\$220.00
4. 2, 4-drawer filing cabinets to allow for management of individual project files and program docs.	A1698914 5202	\$650.00
5. Magnets, screwdrivers and flashlights to be used in identifying lead service lines		\$100.00
6. Tent, table & cover, display items to be used to promote program at local community events.		\$1600.00
7.		
8.		
TOTAL		\$3660.00

OTHER EQ A1698914 5211

OTHER - TYPE/DESCRIPTION		TOTAL
1. 2 digital cameras. Will be used to take before, after and project monitoring photos.		\$320.00
2. Aerator kits. To be provided to each homeowner for ongoing aerator replacement.		\$1400.00
3.		
4.		
5.		
6.		
7.		
8.		
TOTAL		\$1720.00

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 Economic & Community Development

DATE March 26, 2018

Description:

Authorization to expend funds in the first instance for the Lead Service Line Replacement Program grant contract # DOH01-C33212GG-3450000 from the New York State Department of Health.

Estimated Financial Impact: 0

Signature 

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

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

RESOLUTION ____ of 2018

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR THE LEAD
SERVICE LINE REPLACEMENT PROGRAM (LSLRP) GRANT CONTRACT #DOH01-C33212GG-
3450000 FROM THE NEW YORK STATE DEPARTMENT OF HEALTH (NYSDOH) FOR THE
REPLACEMENT OF LEAD WATER SERVICE LINES TO CITY RESIDENCES.

Sponsored by:

WHEREAS, the City of Kingston has been awarded a LSLRP grant (#DOH01-C33212GG-3450000) in
the amount of \$544,745.00 (five hundred forty-four thousand, seven hundred forty-five dollars and zero
cents) from the NYSDOH for the replacement of lead water service lines to city residences; and

WHEREAS, there are no matching funding requirements; 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 NYSDOH.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance
under the terms of the LSLRP grant contract #DOH01-C33212GG-3450000.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____, 2018

Approved by the Mayor this ____ day
of _____, 2018

Carly Winnie, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2018



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

December 11, 2017

The Honorable Steve Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401

Re: Lead Service Line Replacement Program
Grant Award Notification
(C) Kingston, Ulster Co.

Dear Mayor Noble:

On behalf of the New York State (NYS) Department of Health, I am pleased to inform you that your municipality has been awarded a NYS Lead Service Line Replacement Program (LSLRP) Grant. The LSLRP was created by the NYS Clean Water Infrastructure Act of 2017 to provide municipalities with grant funds to assist in the replacement of lead service lines.

Your LSLRP grant has been awarded in an amount not to exceed \$544,745. The final amount of your grant will be determined in accordance with program requirements and is contingent upon the review and approval of the Office of the State Comptroller.

In order to begin the contract negotiation process, please send your finance contact person's name, phone number and e-mail address to LSLRP@health.ny.gov. Also, if you wish to designate a municipal contact to receive LSLRP related information, please provide that contact information as well.

Additional details about the LSLRP can be found on the program web site: <https://health.ny.gov/environmental/water/drinking/lslrp/index.htm>. You may also contact Mr. Stephen Marshall (stephen.marshall@health.ny.gov) or Mr. Dan MacElrath (richard.macelrath@health.ny.gov) at (518) 402-7650 with any questions you may have regarding the LSLRP.

We look forward to working with you on your water quality improvement project.

Sincerely,

Lloyd R. Wilson, Ph.D.
Director
Bureau of Water Supply Protection
NYS Department of Health

cc.: NYSDOH - Metropolitan Region, Attn: Ms. Westerman, Ms. Pan
Ulster County Health Department, Attn: Ms. Smith

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

Mark Brown, Fire Chief



Steven T. Noble, Mayor

March 16, 2017

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

Dear Alderman at Large Noble:

Please consider approving the 2017 Year End Budget Transfers according to the attached sheet. This **130,365.11** transfer will allow them to cover year end deficits in the Fire, Building Safety, Landmarks and Zoning accounts, as well as "reimburse" the Department of Public Works for their overtime. As you know they provide maintenance to our vehicles as needed. There is no Financial Impact as this is an internal transfer.

Sincerely,

Mark Brown
Fire Chief

Cc: John Tuey, Comptroller
Finance Committee

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER X
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Kingston Fire Department DATE 3/16/18

Description: Please consider the attached 2017 Year End Transfer request in order to balance the 2017
Fire, Building Safety, Landmarks and Zoning budgets.

Estimated Financial Impact 0 Signature *[Signature]* Chair

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		

**Kingston Fire Department
2017 Year End Budget Transfers**

<u>To Account</u>	<u>Amount</u>
3410.103 Overtime	110,214.26
3410.109 Temp. Status	28.86
3410.421 Telephone	631.93
3410.463 Postage	336.59
3410.471 Service Contracts	1614.71
3620.102 Longevity	1100.00
3620.203 Motor Vehicles	4753.20
3620.472 Contracted Services	5906.38
3620.463 Postage	863.64
7520.464 Advertising	13.01
8010.103 Overtime	379.70
5132.103 DPW Overtime	4522.83
TOTAL	130,365.11

<u>From Account</u>	<u>Amount</u>
3410.101 Reg. Pay	59,109.08
3410.104 Supp. Time	34,546.03
3410.108 Comp. Time	36,710.00
TOTAL	130,365.11

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____ AUTHORIZATION _____ CLAIMS _____ <u>61-8130</u>	CONTINGENCY TRANSFER _____ BUDGET MODIFICATION ☒ _____ ZONING _____	TRANSFER _____ BONDING REQUEST _____ OTHER _____
DEPARTMENT <u>Kingston Waste Water Treatment</u> DATE <u>3-15-18</u>		
Description: <u>Balancing out budget for 2017</u>		
Estimated Financial Impact <u>Ø</u> Signature <u>[Signature]</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		

G1-8130 WASTE WATER TREATMENT FACILITY			
FROM:		TO:	
G1-8130-11-5101	\$32,192.61	G1-8130-11-5109	\$3,213.45
G1-8130-11-5102	\$2,100.00	G1-8130-11-5110	\$75.84
G1-8130-11-5103	\$15,150.69	G1-8130-14-5401	\$2,511.18
G1-8130-11-5118	\$212.29	G1-8130-14-5402	\$473.65
G1-8130-12-5211	\$2,828.00	G1-8130-14-5403	\$32.00
G1-8130-14-5411	\$9,917.26	G1-8130-14-5421	\$651.89
G1-8130-14-5423	\$11,334.98	G1-8130-14-5422	\$19,136.94
G1-8130-14-5424	\$4,855.00	G1-8130-14-5426	\$1,409.58
G1-8130-14-5443	\$2,197.65	G1-8130-14-5444	\$820.37
G1-8130-14-5462	\$2,230.00	G1-8130-14-5463	\$57.28
G1-8130-14-5464	\$100.00	G1-8130-14-5474	\$34,373.33
G1-8130-14-5470	\$123,560.58	G1-8130-14-5483	\$9,729.47
		G1-8130-14-5498	\$133,953.74
		G1-8130-18-5834	\$240.34
TOTALS:	\$206,679.06	TOTALS:	\$206,679.06

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 8121 Pumping Stations DATE 3-15-18

Description: Balancing out budget for 2017

Estimated Financial Impact 0 Signature Andrew Bee

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		

G1-8121 PUMPING STATION			
FROM:		TO:	
G1-8121-11-5101	\$229.89	G1-8121-14-5423	\$182.24
		G1-8121-18-5834	\$47.65
TOTALS:	\$229.89	TOTALS:	\$229.89

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER x
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT Information Technology DATE 3/19/2018

Description: Transfer \$268.32 from A11680.5471 to A11680.5101 Regular Pay

Transfer \$1,128.17 from A11680.5103 to A11680.5118 Standby pay CSEA employee

Transfer \$2,471.83 from A11680.5471 to A11680.5118 Standby pay CSEA employee

Transfer \$70.01 from A11680.5471 to A11680.5811 Social Security

Transfer \$7.42 from A11680.5205 to A11680.5402 Office Supplies

Estimated Financial Impact 0 Signature 

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

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

CITY OF KINGSTON
Department of Public Works
publicworks@kingston-ny.gov

Joseph A. Chenier, Superintendent



Steven T. Noble, Mayor

March 12, 2018

Hon. James Noble, President
Common Council
420 Broadway
Kingston, NY 12401

Re: 2017 Year End Transfers

Dear President Noble;

Attached please find interdepartmental transfers for the 2017 budget. These transfers cover year end shortfalls in the Department of Public Works budget.

Your assistance in this matter is greatly appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph A. Chenier", is written over a horizontal line.

Joseph A. Chenier
Superintendent Public Works

Cc: Comptroller John Tuey

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	XX	Contingency Transfer	
Transfer		Authorization	
Budget Modification		Bonding Request	
Claims	Zoning	Other	

Department: <i>Public Works</i>	Date: <i>March 12, 2018</i>
--	------------------------------------

2017 YEAR END TRANSFERS			
A1	Transfer To:	A1	Transfer To:
1490 11 5103	Admin Overtime	891.00	5132 14 5441 Garage Main of Equipm
1490 11 5109	Admin Status Change	801.00	5132 14 5483 Garage Electronic Material
1490 11 5117	Admin Vac Payout	11.00	5132 14 5487 Garage Construction Material
1490 11 5118	Admin Stand By	6,480.00	5142 14 5441 Snow & Ice Main of Equip
1490 12 5205	Admin Equipment	159.00	5142 14 5444 Snow & Ice Veh Main
1490 14 5422	Admin Electric	58.00	5142 14 5487 Snow and Ice Construction Mat
1490 14 5462	Admin Dues & Seminars	1,111.00	5182 14 5472 Street Lighting Con Serv
1490 14 5463	Admin Postage	15.00	5182 14 5487 Street Lighting Construct Mat
1490 14 5472	Admin Contracted Services	3,022.00	8160 11 5101 Refuse Reg Pay
1621 14 5444	Carpentry Vehicle Main	107.00	8160 11 5109 Refuse Status Change
1621 11 5811	Carpentry Soc Sec	4.00	8160 11 5111 Refuse Seasonal Employees
3310 11 5110	Traffic Control Shif Diff	721.00	8160 11 5811 Refuse Soc Sec
3310 14 5487	Traffic Control Construction Mat	813.00	8160 14 5444 Refuse Veh Main
3311 14 5472	Traffic Electrician Con Serv	4,250.00	8160 14 5485 Refuse Gen Material
3311 18 5835	Traffic Electrician Meal Allow	39.00	8161 11 5103 Solid Waste OT
3989 11 5101	Safety Reg Pay	71.00	8161 14 5422 Solid Waste Electric
3989 14 5444	Safety Veh Main	56.00	8161 11 5811 Solid Waste Soc Sec
3989 14 5479	Safety Minor Equipment	2.00	8163 14 5472 Landfills Contracted Service
5110 11 5102	Street Main Longevity	1,700.00	8170 14 5444 Street Cleaning Veh Main
5110 11 5105	Street Main Retirement (Melito)	31,125.00	8170 14 5472 Street Cleaning Contr Serv
5110 11 5109	Street Main Status Change	71.00	8989 14 5422 Pike Plan Electric
5110 14 5444	Street Main Veh Main	1,287.00	8989 14 5443 Pike Plan Building Main
5132 11 5102	Garage Longevity	780.00	
		TOTAL (TRANSFER TO)	157,646.00

Estimated Financial Impact _____	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 _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	XX	Contingency Transfer	
Transfer		Authorization	
Budget Modification		Bonding Request	
Claims	Zoning	Other	

Department: *Public Works* **Date:** *March 12, 2018*

2017 YEAR END TRANSFERS

A1 Transfer From:

1490 11 5111	Admin Seasonal Employees	14,536.00
5110 11 5103	Street Main OT	14,125.00
5132 11 5103	Garage OT	9,375.00
5132 14 5422	Garage Electric	304.00
5142 11 5103	Snow & Ice OT	20,606.00
5182 14 5422	Street Lighting Electric	66,000.00
5182 14 5483	Street Lighting Elec Mat	5,686.00
8160 11 5103	Refuse OT	5,544.00
8163 14 5471	Landfills Serv Contracts	5,190.00
8163 14 5473	Landfills Serv Equip Rent	4,694.00
8164 11 5103	Recycling OT	5,286.00
8170 11 5101	Street Cleaning Reg Pay	2,010.00
8170 11 5103	Street Cleaning OT	4,290.00
TOTAL (TRANSFER FROM)		157,646.00

Estimated Financial Impact _____

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 _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	<u>XX</u>	Contingency Transfer	_____
Transfer	_____	Authorization	_____
Budget Modification	_____	Bonding Request	_____
Claims	Zoning	Other	_____

Department:	Public Works	Date:	March 12, 2018
2017 YEAR END TRANSFERS - SEWER			
G1	Transfer To:	G1	Transfer From:
8120 11 5105	Sewer Retirement (Turck, J)	10,349.00	8120 11 5103 Sewer Overtime 15,577.00
8120 14 5444	Sewer Vehicle Maintenance	4,399.00	
8120 14 5474	Sewer Fixed Equip Maintenance	829.00	
TOTAL TRANSFER TO SEWER		15,577.00	TOTAL TRANSFER FROM SEWER 15,577.00

Page 1 of 1 Sewer Transfers

Estimated Financial Impact _____

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 _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony 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 _____
OTHER _____

DEPARTMENT Waste Water Treatment Plant

DATE March 20, 2018

From: G1-1990-14-5404 Contingency \$59,322.57

To: G1-8130-14-5411 Consultants \$59,322.57

Estimated Financial Impact _____ 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		

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 _____ DATE _____

Description: _____

Estimated Financial Impact _____ 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		

Sewer Fund -2017 Year End Transfers

ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)	ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)
G1 -1-1990-14-5404 -	CONTINGENCY	50,000	G1 -8-8122-14-5462 -	DUES, SEMI	(100)
G1 -9-9950-19-5907 -	BAN INT	20,400	G1 -8-8122-14-5464 -	ADVERTISIN	(100)
G1 -8-8110-11-5101 -	REGULAR PA	10,000	G1 -8-8122-14-5403 -	BOOKS, LIT	(250)
G1 -8-8110-11-5811 -	SOCIAL SEC	450	G1 -8-8120-14-5486 -	CLEANING &	(400)
		<u>80,850</u>	G1 -8-8110-11-5102 -	LONGEVITY	(500)
			G1 -8-8120-18-5835 -	MEAL ALLOW	(600)
			G1 -8-8120-14-5441 -	MAINTENANC	(800)
			G1 -8-8120-11-5102 -	LONGEVITY	(900)
			G1 -8-8120-11-5103 -	OVERTIME P	(1,000)
			G1 -8-8120-11-5109 -	TEMPORARY	(1,000)
			G1 -8-8122-14-5472 -	CONTRACTED	(1,000)
			G1 -9-9950-19-5906 -	BOND ANTIC	(1,300)
			G1 -8-8120-14-5480 -	SAFETY GEA	(1,600)
			G1 -8-8120-11-5118 -	WEEKEND ST	(2,250)
			G1 -8-8120-11-5811 -	SOCIAL SEC	(2,250)
			G1 -8-8110-13-5310 -	PROERTY AQ	(3,000)
			G1 -8-8110-18-5812 -	NYS RETIRE	(3,600)
			G1 -8-8120-14-5472 -	OTHER CONT	(4,000)
			G1 -8-8120-14-5422 -	ELECTRICIT	(4,500)
			G1 -8-8120-14-5487 -	CONST. MAT	(5,000)
			G1 -8-8120-14-5426 -	VEHICLE FU	(7,500)
			G1 -8-8120-14-5498 -	SLUDGE DIS	(8,000)
			G1 -8-8120-11-5101 -	REGULAR PA	(8,200)
			G1 -8-8120-14-5484 -	CHEMICAL S	(9,000)
			G1 -8-8120-18-5812 -	NYS RETIRE	(14,000)
					<u>(80,850)</u>

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 _____ DATE _____

Description: _____

Estimated Financial Impact _____ 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		

Comptroller Transfers - Including Citibus, Planning, Dietz Stadium, Economic Development, Civil Service, Engineering

ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)	ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)
A1 -5-5630-11-5120	- SUBSTITUTE	28,592	A1 -5-5630-11-5101	- REGULAR PA	(18,781)
A1 -5-5630-14-5444	- VEHICLE MA	19,821	A1 -5-5630-14-5426	- VEHICLE FU	(18,288)
A1 -5-5630-11-5103	- OVERTIME P	17,902	A1 -5-5630-11-5112	- PART-TIME	(14,548)
A1 -5-5630-14-5472	- CONTRACTED	7,975	A1 -3-3320-11-5101	- REGULAR PA	(12,558)
A1 -7-7210-11-5111	- SEASONAL E	5,850	A1 -9-9950-19-5907	- BAN INT	(6,642)
A1 -7-7210-11-5103	- OVERTIME P	4,903	A1 -5-5630-11-5108	- COMP TIME	(5,607)
A1 -5-5630-11-5105	- RETIREMENT	4,318	A1 -9-9050-18-5850	- UNEMPLOYME	(2,734)
A1 -6-6989-11-5101	- REGULAR PA	2,122	A1 -5-5630-11-5102	- LONGEVITY	(2,580)
A1 -5-5630-14-5485	- GENERAL MA	1,029	A1 -6-6989-14-5485	- GENERAL MA	(2,228)
A1 -7-7210-11-5811	- SOCIAL SEC	1,006	A1 -5-5630-14-5461	- TRAVEL REI	(2,000)
A1 -1-1440-14-5463	- POSTAGE,FR	867	A1 -5-5630-11-5118	- STANDBY PA	(1,900)
A1 -1-1315-11-5109	- TEMP. STAT	844	A1 -1-1440-11-5112	- PART TIME	(1,834)
A1 -1-1130-14-5402	- OFFICE SUP	843	A1 -5-5630-14-5402	- OFFICE SUP	(1,514)
A1 -8-8020-11-5101	- REGULAR PA	841	A1 -5-5630-12-5211	- OTHER EQUI	(1,263)
A1 -1-1210-11-5101	- REGULAR PA	803	A1 -1-1130-14-5463	- POSTAGE,FR	(1,021)
A1 -1-1440-11-5101	- REGULAR PA	664	A1 -5-5630-12-5205	- DATA PROCE	(1,000)
A1 -5-5630-14-5450	- PHYSICAL E	425	A1 -7-7210-18-5834	- UNIFORM AL	(1,000)
A1 -1-1330-11-5101	- REGULAR PA	358	A1 -1-1130-14-5412	- DATA PROCE	(962)
A1 -1-1440-14-5402	- OFFICE SUP	283	A1 -1-1315-14-5414	- EMPLOYEE T	(934)
A1 -1-1362-14-5463	- POSTAGE,FR	230	A1 -8-8020-11-5111	- SEASONAL E	(841)
A1 -1-1345-11-5101	- REGULAR PA	228	A1 -5-5630-18-5834	- UNIFORM AL	(741)
A1 -7-7210-11-5110	- SHIFT DIFF	222	A1 -5-5630-14-5464	- ADVERTISIN	(500)
A1 -1-1210-11-5811	- SOCIAL SEC	218	A1 -1-1330-14-5402	- OFFICE SUP	(358)
A1 -7-7210-11-5101	- REGULAR PA	177	A1 -5-5630-18-5836	- TOOL ALLOW	(250)
A1 -1-1130-11-5101	- REGULAR PA	119	A1 -1-1362-14-5464	- ADVERTISIN	(230)
A1 -6-6989-14-5463	- POSTAGE,FR	106	A1 -1-1345-11-5103	- OVERTIME	(228)
A1 -1-1430-11-5811	- SOCIAL SEC	103	A1 -5-5630-11-5811	- SOCIAL SEC	(197)
A1 -1-1315-11-5102	- LONGEVITY	90	A1 -5-5630-14-5463	- POSTAGE,FR	(113)
A1 -1-1440-14-5421	- TELEPHONE	20	A1 -1-1364-14-5472	- CONTRACTED	(103)
A1 -7-7210-11-5112	- PART TIME	2	A1 -5-5630-18-5835	- MEAL ALLOW	(8)
A1 -9-9785-19-5906	- BOND ANTIC	1			(100,963)
A1 -9-9785-19-5907	- BAN INT	1			
		100,963			

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 _____ DATE _____

Description: _____

Estimated Financial Impact _____ 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		

General Fund - 2017 Year End NYS Retirement Transfers

ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)	ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER TO (FROM)
A1 -1-1990-14-5404 -	CONTINGENCY	138,014	A1 -3-3311-18-5812 -	NYS RETIREMENT	(1,823)
A1 -8-8170-18-5812 -	NYS RETIREMENT	2,599	A1 -5-5630-18-5812 -	NYS RETIREMENT	(3,053)
A1 -3-3510-18-5812 -	NYS RETIREMENT	2,237	A1 -8-8010-18-5812 -	NYS RETIREMENT	(3,172)
A1 -3-3410-18-5812 -	NYS RETIREMENT	2,170	A1 -1-1440-18-5812 -	NYS RETIREMENT	(3,414)
A1 -7-7180-18-5812 -	NYS RETIREMENT	1,161	A1 -4-4020-18-5812 -	NYS RETIREMENT	(3,520)
A1 -1-1410-18-5812 -	NYS RETIREMENT	1,084	A1 -1-1650-18-5812 -	NYS RETIREMENT	(3,719)
A1 -3-3310-18-5812 -	NYS RETIREMENT	887	A1 -7-7110-18-5812 -	NYS RETIREMENT	(3,892)
A1 -7-7210-18-5812 -	NYS RETIREMENT	594	A1 -5-5110-18-5812 -	NYS RETIREMENT	(4,902)
A1 -7-7141-18-5812 -	NYS RETIREMENT	375	A1 -1-1430-18-5812 -	NYS RETIREMENT	(5,265)
A1 -3-3989-18-5812 -	NYS RETIREMENT	367	A1 -1-1680-18-5812 -	NYS RETIREMENT	(5,642)
A1 -7-7143-18-5812 -	NYS RETIREMENT	365	A1 -8-8164-18-5812 -	NYS RETIREMENT	(6,332)
A1 -7-7989-18-5812 -	NYS RETIREMENT	104	A1 -3-3620-18-5812 -	NYS RETIREMENT	(6,398)
A1 -1-1315-18-5812 -	NYS RETIREMENT	43	A1 -5-5132-18-5812 -	NYS RETIREMENT	(6,905)
		<u>150,000</u>	A1 -6-6989-18-5812 -	NYS RETIREMENT	(6,977)
			A1 -1-1625-18-5812 -	NYS RETIREMENT	(7,154)
			A1 -7-7240-18-5812 -	NYS RETIREMENT	(7,874)
			A1 -3-3320-18-5812 -	NYS RETIREMENT	(9,387)
			A1 -1-1010-18-5812 -	NYS RETIREMENT	(13,652)
			A1 -8-8160-18-5812 -	NYS RETIREMENT	(14,232)
			A1 -1-1420-18-5812 -	NYS RETIREMENT	(15,587)
			A1 -5-5142-18-5812 -	NYS RETIREMENT	(17,100)
					<u>(150,000)</u>

CITY OF KINGSTON
Office of the City Clerk
Registrar of Vital Statistics
cityclerk@kingston-ny.gov

Steven T. Noble, Mayor
Carly J. Winnie, City Clerk/Registrar



Deidre Sills, Deputy Clerk
Susan Mesches, Deputy Registrar

March 20, 2018

Mr. James L. Noble
President, Common Council
420 Broadway
Kingston, NY 12401

Dear President Noble,

I respectfully request a budget transfer in the amount of \$13,240.82 to cover 2017 year-end shortages in various accounts.

Thank you for your attention to this matter.

Sincerely,

Carly Winnie
City Clerk

Cc: John Tuey, Comptroller
Doug Koop, Finance Chair

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

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

DEPARTMENT <u>City Clerk</u>	DATE <u>3/22/18</u>
Description: Recommend budget transfer in the amount of \$13,240.82 within the City Clerk's Budget to cover shortfalls in various accounts	
FROM:	A1910.5435 Workman's Compensation \$13,240.82
TO:	A11010.5101 Common Council Regular Pay \$471.94 A11410.5101 Clerk Regular Pay \$524.64 A11620.5103 Bldg Maint Overtime \$619.00 A11620.5105 Bldg Maint Retirement \$424.29 A11620.5811 Bldg Main Social Security \$686.20 A11670.5463 Central Printing Postage \$41.51 A11910.5430 Multi-Peril Liability \$7,776.20 A11910.5438 Disability \$447.76 A11920.5462 Municipal Dues \$150.00 A17551.5487 Special Event Materials & Supplies \$1,213.82 A17562.5474 Docks Real Property Rental \$150.00 A17562.5487 Docks Construction Mats & Supp <u>\$735.46</u> \$13,240.82

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 _____
OTHER _____

DEPARTMENT Corporation Counsel

DATE March 23, 2018

See Attached for Transfer of Funds

Estimated Financial Impact _____ 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		

From:

A1-1420-18-5811	Social Security	3,139.11
A1-1420-14-5102	Longevity	1,100.00
A1-1420-14-5112	Part Time	1,728.98
A1-1990-14-5404	Contingency	15,217.38
Total		21,185.47

To:

A1-1420-14-5419	Court & Witness Fees	705.49
A1-1420-14-5411	Consultants	16,220.15
A1-1420-14-5463	Postage	10.51
A1-1420-14-5487	Construction Materials	4,249.32
Total		21,185.47

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

Steven T. Noble, Mayor



Kevin D. Gilfeather, Superintendent

March 23, 2018

James Noble

Common Council President

420 Broadway

Kingston, NY 12401

Dear President Noble:

Attached is the Parks & Recreation Department, 2017 year end transfer documentation and Committee Report.

There is zero financial impact to the City, as all transfer of funds is accomplished internally with the various Department accounts.

Please feel free to reach out to me with any questions.

With Regards,

Kevin D. Gilfeather

Superintendent

cc: Mayor, Steven Noble

City Comptroller, John Tuey

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	XX	Contingency Transfer	
Transfer		Authorization	
Budget Modification		Bonding Request	
Claims	Zoning	Other	

Department: <i>Parks and Rec</i>	Date: <i>March 20, 2018</i>		
2017 YEAR END TRANSFERS			
A1	Transfer To:	A1	Transfer To:
6772 11 5103	<i>Aging OT</i>	57.00	7141 14 5485 <i>Rondout Ctr Gen Material</i> 201.00
6772 11 5811	<i>Aging Soc Sec</i>	4.00	7141 14 5486 <i>Rondout Ctr Cleaning Supply</i> 220.00
7020 14 5462	<i>Admin Dues, Seminars</i>	10.00	7142 11 5105 <i>Murphy Ctr Retirement</i> 30,038.00
7020 14 5464	<i>Admin Advertising</i>	38.00	7142 14 5421 <i>Murphy Ctr Telephone</i> 1,142.00
7020 14 5472	<i>Admin Contr Service</i>	6,849.00	7142 14 5423 <i>Murphy Ctr Natural Gas</i> 3,399.00
7020 14 5479	<i>Admin Minor Equip</i>	843.00	7143 11 5101 <i>Hodge Ctr Reg Pay</i> 957.00
7110 11 5112	<i>Parks Part Time</i>	27,554.00	7143 11 5103 <i>Hodge Ctr OT</i> 360.00
7110 11 5811	<i>Parks Soc Sec</i>	1,394.00	7143 11 5112 <i>Hodge Ctr Part Time Empl</i> 7,283.00
7110 14 5422	<i>Parks Electric</i>	1,074.00	7143 11 5811 <i>Hodge Ctr Soc Security</i> 206.00
7110 14 5423	<i>Parks Natural Gas</i>	71.00	7143 14 5416 <i>Hodge Ctr Educ Material</i> 62.00
7110 14 5426	<i>Parks Veh Fuel</i>	1,223.00	7142 14 5422 <i>Hodge Ctr Electric</i> 671.00
7110 14 5441	<i>Parks Equipment Main</i>	343.00	7143 14 5443 <i>Hodge Ctr Building Main</i> 1,347.00
7110 14 5444	<i>Parks Vehicle Main</i>	12,083.00	7180 14 5484 <i>Beach/Pool Chemical Material</i> 622.00
7110 14 5472	<i>Parks Contr Service</i>	3,137.00	7240 11 5111 <i>Forsyth Zoo Seasonal</i> 4,004.00
7110 14 5485	<i>Parks Gen Material</i>	143.00	7240 12 5211 <i>Forsyth Zoo Equipment</i> 41.00
7110 14 5486	<i>Parks Cleaning Supply</i>	408.00	7310 11 5103 <i>Youth OT</i> 885.00
7140 14 5453	<i>Playgrounds Gen Tax</i>	4,179.00	7310 11 5811 <i>Youth Soc Security</i> 57.00
7141 11 5101	<i>Rondout Ctr Reg Pay</i>	97.00	7620 11 5103 <i>Adult OT</i> 579.00
7141 11 5111	<i>Rondout Ctr Seasonal Empl</i>	14,932.00	7620 14 5485 <i>Adult General Material</i> 39.00
7141 11 5112	<i>Rondout Ctr Part Time Empl</i>	966.00	
7141 11 5811	<i>Ronoudt Ctr Soc Security</i>	940.00	
7141 14 5407	<i>Rondout Ctr Arts & Crafts</i>	59.00	
7141 14 5443	<i>Rondout Ctr Building Main</i>	5,435.00	
7141 14 5472	<i>Rondout Ctr Contr Service</i>	6,302.00	
Estimated Financial Impact <u>— 0 —</u>		TOTAL (TRANSFER TO)	140,254.00
		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 _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

THE CITY OF KINGSTON COMMON COUNCIL

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Internal Transfer	<u>XX</u>	Contingency Transfer	
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Budget Modification		Bonding Request	
Claims	Zoning	Other	
Department: <i>Parks and Rec</i>		Date: <i>March 20, 2018</i>	
2017 YEAR END TRANSFERS			
A1	Transfer To:	A1	Transfer From:
7140 14 5409	<i>Playgrounds Spec Sponsor</i>	1,124.00	
		7140 22 42005	<i>Playgrounds Special Sponsor</i> 572.00
		7142 11 5110	<i>Murphy Ctr Shift Diff</i> 432.00
		7240 14 5415	<i>Forsyth Zoo Vet Services</i> 120.00
<i>Total</i>		1,124.00	<i>Total</i> 1,124.00
Estimated Financial Impact <u> </u>		Signature <u><i>Kevin Higgins</i></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 _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Patrick O'Reilly, Ward 7		
Steven Schabot, Ward 8		

2017 Budget Modification

Account #	Transfer Out of	Transfer Into
A1312011		
.101 General Pay	\$ 191,189.15	
.102 Longevity Pay		\$ 25,000.00
.103 Overtime Pay		\$ 131,000.00
.104 Out of Rank Pay		\$ 3,000.00
.105 Retirement Accumulation		\$ 36,500.00
.108 Compensatory Time Pay		\$ 73,000.00
.125 Retroactive Pay		\$20,000
A1312012		
.205 Data Processing		\$ 100.00
A1312014		
.408 Data Processing		\$ 4,700.00
.444 Vehicle Maintenance		\$ 3,500.00
.450 Physical Exams		\$ 300.00
.462 Dues, Seminars, and Associations		\$ 200.00
.472 Contracted Services		\$ 28,000.00
.473 Equipment Rental		\$ 1,400.00
.479 Minor Equipment		\$ 100.00
.485 General Materials		\$ 700.00
.486 Cleaning and Supplies		\$ 1,600.00
.488 Ammunition		\$ 2,500.00
A1312014		
.824 Life Insurance		\$ 2,700.00
.828 Personal Tuition		\$ 2,000.00
.834 Uniform Allowance	\$ 27,500.00	
Revenue - Insurance Recovery A13120.2680	\$ 68,660.85	
Revenue - Restitution A13120.2683	\$ 450.00	
Revenue - UC Reimbursement A13120.2774	\$ 15,000.00	
Revenue - Training Center A13123.2260	\$ 4,000.00	
Revenue - IMPACT/GIVE A13120.3389	\$29,500.00	
TOTALS	\$ 336,300.00	\$ 336,300.00