

**RESOLUTION 1 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, RECOMMENDING APPROVAL FOR ADOPTING THE  
TENTATIVE ORDER OF BUSINESS FOR THE YEAR 2025**

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

**SECTION 1-** That the tentative order of business for the year 2025 is hereby  
adopted

**SECTION 2-** That this resolution shall take place immediately

Submitted to the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**RESOLUTION 2 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON  
NEW YORK, RECOMMENDING APPROVAL FOR ADOPTING THE RULES  
OF THE COUNCIL FOR THE YEAR 2025**

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

**SECTION 1-** That the Rules for the Council for the year 2025 are hereby adopted

**SECTION 2-** That this resolution shall take place immediately

Submitted to the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**RESOLUTION 3 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, RECOMMENDING APPROVAL FOR DESIGNATING THE  
DAILY FREEMAN AS THE OFFICIAL NEWSPAPER OF THE CITY OF  
KINGSTON FOR THE YEAR 2025**

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

**SECTION 1-** That pursuant to Local Law #1 of 1980, the Daily Freeman be and is hereby designated as the official newspaper of the City of Kingston, New York, for the publication of all ordinances, official notices, rules, regulations, business and proceedings of the Common Council, City of Kingston, New York, for the year 2025

**SECTION 2-** That this resolution shall take place immediately

Submitted to the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**RESOLUTION 4 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, RECOMMENDING APPROVAL FOR RECEIVING THE  
MAYOR’S MESSAGE**

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

**SECTION 1-** That the Mayor’s Annual Message be received, printed and filed in the Office of the City Clerk.

**SECTION 2-** That this resolution shall take place immediately

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**RESOLUTION 5 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON  
NEW YORK, RECOMMENDING APPROVAL FOR ADOPTING THE  
AMENDED INVESTMENT POLICY FOR THE CITY OF KINGSTON FOR THE  
YEAR 2025**

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

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

**SECTION 1-** That the Investment Policy for 2025 is hereby adopted as per the attached, and;

**SECTION 2-** That this resolution shall take place immediately.

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER \_\_\_\_\_  
AUTHORIZATION  \_\_\_\_\_  
CLAIMS \_\_\_\_\_

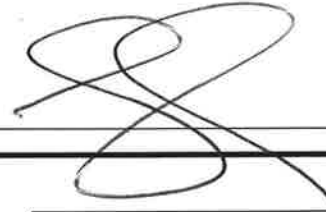
CONTINGENCY TRANSFER \_\_\_\_\_  
BUDGET MODIFICATION \_\_\_\_\_  
ZONING \_\_\_\_\_

TRANSFER \_\_\_\_\_  
BONDING REQUEST \_\_\_\_\_  
OTHER \_\_\_\_\_

DEPARTMENT: Comptroller      DATE: 12/14/24

**Description:**

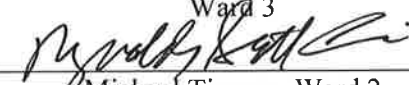

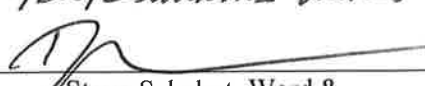
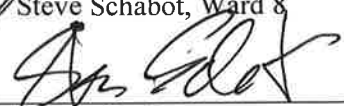
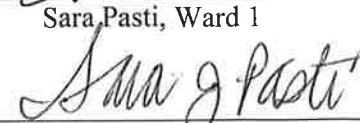
*Approve amendments to City's Investment Policy  
as per attached*

Estimated Financial Impact: -0-      Signature: 

Motion by TM

Seconded by SS

Action Required:

| <u>Committee Vote</u>   | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br>                   | ✓          |           |
| Michael Tierney, Ward 2<br>   | ✓          |           |
| Bryant Drew Andrews, Ward 7<br><del>TERYL MICKENS, WARD 5</del><br> | ✓          |           |
| Steve Schabot, Ward 8<br>   | ✓          |           |
| Sara Pasti, Ward 1<br>  | ✓          |           |

**RESOLUTION 6 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING A BUDGET TRANSFER IN THE PARKS & RECREATION DEPARTMENT IN THE AMOUNT OF \$20,375 TO BALANCE ACCOUNTS**

Sponsored By: Finance/Audit Committee: Alderman Scott-Childress, Tierney, Andrews, Schabot, Pasti

**WHEREAS**, the Director of the Parks & Recreation Department has requested a 2024 transfer in the amount of \$20,375 to balance accounts, and

**WHEREAS**, the Finance Audit Committee has received, reviewed, and approved the following:

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

| Account# | Account Name                               | Total Amount |
|----------|--|--------------|
| 6772.409 | Aging Trips                                | \$2,000.00   |
| 7110.118 | Parks Standby Pay                          | \$1,000.00   |
| 7140.111 | Playgrounds and Rec Centers Seasonal Pay   | \$3,800.00   |
| 7180.111 | Special Recreation Facilities Seasonal Pay | \$6,000.00   |
| 7210.423 | Dietz Natural Gas                          | \$2,000.00   |
| 7250.111 | Env. Ed and Sust. Seasonal Pay             | \$1,985.00   |
| 7310.111 | Youth Seasonal Pay                         | \$3,590.00   |
|          |  |              |

| Account# | Account Name                               | Total Amount |
|----------|--|--------------|
| 7110.103 | Parks Overtime Pay                         | \$1,000.00   |
| 7110.471 | Parks Service Contracts                    | \$3,200.00   |
| 7110.479 | Parks Minor Equipment                      | \$3,000.00   |
| 7110.835 | Parks Meal Allowance                       | \$480.00     |
| 7140.422 | Playgrounds and Rec Centers Electricity    | \$2,650.00   |
| 7180.103 | Special Recreation Facilities Overtime Pay | \$2,200.00   |
| 7210.103 | Dietz Overtime Pay                         | \$4,000.00   |
| 7210.811 | Dietz Social Security                      | \$345.00     |
| 7620.422 | Adult Electricity                          | \$3,500.00   |

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

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Elisa Tinti, City Clerk

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Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025



**THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT**


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

DEPARTMENT: Parks and Recreation      DATE: 11/22/24

**Description:**

Internal budget transfer of \$20,375 to reconcile department accounts.

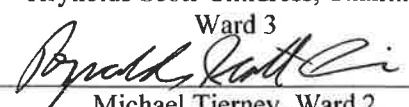
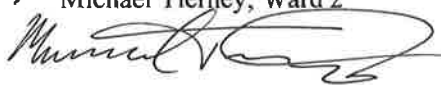
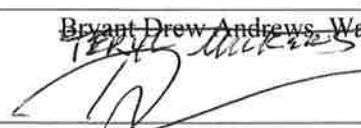

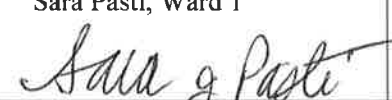
(See attached spreadsheet)

Estimated Financial Impact: \$0      Signature 

Motion by SS

Seconded by MT

Action Required:

| <u>Committee Vote</u>   | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br> | ✓          |           |
| Michael Tierney, Ward 2<br>                       | ✓          |           |
| <del>Bryant Drew Andrews, Ward 7</del><br>        |            | ✓         |
| Steve Schabot, Ward 8<br>                         | ✓          |           |
| Sara Pasti, Ward 1<br>                            | ✓          |           |

**RESOLUTION 7 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, AUTHORIZING A BUDGET TRANSFER IN THE PLANNING  
DEPARTMENT IN THE AMOUNT OF \$600 TO BALANCE ACCOUNTS**

Sponsored By: Finance/Audit Committee: Alderman Scott-Childress, Tierney, Andrews, Schabot, Pasti

**WHEREAS**, the City Planner has requested a 2024 transfer in the amount of \$600.00 to balance accounts, and

**WHEREAS**, the Finance Audit Committee has received, reviewed, and approved the following:

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

**FROM:**

|                   |                                 |          |
|-------------------|---------------------------------|----------|
| A1.7.7520.14.5463 | Historic Properties Postage     | \$90.00  |
| A1.7.7520.14.5472 | Historic Properties Cont. Serv. | \$510.00 |

**TO:**

|                   |                  |          |
|-------------------|------------------|----------|
| A1.9.8020.14.5463 | Planning Postage | \$600.00 |
|-------------------|------------------|----------|

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

**THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT**

| <u>REQUEST DESCRIPTION</u>   |   |  |
|--|---|--|
| INTERNAL TRANSFER <input checked="" type="checkbox"/> _____<br>AUTHORIZATION _____<br>CLAIMS _____ | CONTINGENCY TRANSFER _____<br>BUDGET MODIFICATION <input checked="" type="checkbox"/> _____<br>ZONING _____ | TRANSFER _____<br>BONDING REQUEST _____<br>OTHER _____ |

DEPARTMENT: Planning DATE: November 2024

**Description:**  
 FY Budget Modification to reconcile cost overruns due to mailing requirements. The following budget modifications are authorized:  
 DECREASE Budget Lines:  
 A1-7-7520-14-5463 (Historic Properties Postage).....\$90.00  
 A1-7-7520-14-5472 (Historic Properties Contracted Services).....\$510.00  
 INCREASE Budget Line:  
 A1-9-8020-14-5463 (Planning Postage).....\$600.00

Estimated Financial Impact: \$0 Signature \_\_\_\_\_

Motion by SS

Seconded by SP

Action Required:

| <u>Committee Vote</u>   | YES | NO |
|---|-----|----|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br>                     | ✓   |    |
| Michael Tierney, Ward 2<br>   | ✓   |    |
| <del>Bryant Drew Andrews, Ward 7</del><br>TERRILL MCKENNA, Ward 5<br> | ✓   |    |
| Steve Schabot, Ward 8<br>   | ✓   |    |
| Sara Pasti, Ward 1<br>  | ✓   |    |

**RESOLUTION 8 OF 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, AUTHORIZING A BUDGET TRANSFER IN THE CITY CLERK'S  
OFFICE IN THE AMOUNT OF \$19,248.16 TO BALANCE ACCOUNTS**

Sponsored By: Finance/Audit Committee: Alderman Scott-Childress, Tierney, Andrews, Schabot, Pasti

**WHEREAS**, the City Clerk has requested a 2024 transfer in the amount of \$19,248.16 to balance accounts, and

**WHEREAS**, the Finance Audit Committee has received, reviewed, and approved the following:

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

**FROM:**

|              |                                    |             |
|--------------|------------------------------------|-------------|
| A1.1010.5402 | Office Supplies                    | \$330.00    |
| A1.1010.5441 | Maintenance of Equipment           | \$500.00    |
| A1.1620.5472 | Contracted Services                | \$760.00    |
| A1.1410.5476 | Minor Office Furniture & Equipment | \$700.00    |
| A1.1410.5408 | Data Processing & Supplies         | \$150.00    |
| A1.1620.5443 | Maintenance of Buildings           | \$15,000.00 |
| A1.1620.5472 | Contracted Services                | \$231.26    |
| A1.1620.5485 | General Materials & Supplies       | \$1,000.00  |
| A1.1620.5472 | Contracted Services                | \$290.00    |
| A1.1620.5443 | Maintenance of Buildings           | \$136.90    |
| A1.1620.5485 | General Materials & Supplies       | \$150.00    |

**TO:**

|              |                                  |             |
|--------------|----------------------------------|-------------|
| A1.1010.5405 | Contract Update Code Book        | \$330.00    |
| A1.1010.5405 | Contract Update Code Book        | \$500.00    |
| A1.1010.5405 | Contract Update Code Book        | \$760.00    |
| A1.1410.5401 | Office Supplies                  | \$700.00    |
| A1.1410.5462 | Dues, Seminars, Association Fees | \$150.00    |
| A1.1620.5471 | Service Contracts                | \$15,000.00 |
| A1.1620.5476 | Minor Office Furn & Equip        | \$231.26    |
| A1.1620.5486 | Cleaning Sanitation Supplies     | \$1,000.00  |
| A1.4020.5402 | Office Supplies                  | \$290.00    |
| A1.1670.5402 | Office Supplies                  | \$136.90    |
| A1.4020.5402 | Office Supplies                  | \$150.00    |

Submitted to the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of  
\_\_\_\_\_, 2025

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Elisa Tinti, City Clerk

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Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER \_\_\_\_\_  
AUTHORIZATION \_\_\_\_\_  
CLAIMS \_\_\_\_\_

CONTINGENCY TRANSFER \_\_\_\_\_  
BUDGET MODIFICATION \_\_\_\_\_  
ZONING \_\_\_\_\_

TRANSFER \_\_\_\_\_  
BONDING REQUEST \_\_\_\_\_  
OTHER \_\_\_\_\_

DEPARTMENT: Clerk DATE: 12.11.24

Description: Transfer from various accounts to balance budget. \$0. Financial impact

Estimated Financial Impact: \$ 0 Signature: [Signature]

Motion by SS

Seconded by SJ

Action Required:

| <u>Committee Vote</u>  | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br><u>[Signature]</u>                        | ✓          |           |
| Michael Tierney, Ward 2<br><u>[Signature]</u>  | ✓          |           |
| <del>Bryant Drew Andrews, Ward 7</del><br><u>TERYL WILSON WARD 5</u><br><u>[Signature]</u> | ✓          |           |
| Steve Schabot, Ward 8<br><u>[Signature]</u>  | ✓          |           |
| Sara Pasti, Ward 1<br><u>[Signature]</u>   | ✓          |           |

**From:**

| Account#     | Account Name                 | Total Amount        |
|--------------|------------------------------|---------------------|
| A1.1010.5402 | Office Supplies              | \$ 330.00           |
| A1.1010.5441 | Maintenance of Equipment     | \$ 500.00           |
| A1.1620.5472 | Contracted Services          | \$ 760.00           |
| A1.1410.5476 | Minor Office Furn. & Equip.  | \$ 700.00           |
| A1.1410.5408 | Data Processing Supplies     | \$ 150.00           |
| A1.1620.5443 | Maintenance of Buildings     | \$ 15,000.00        |
| A1.1620.5472 | Contracted Services          | \$ 231.26           |
| A1.1620.5485 | General Materials & Supplies | \$ 1,000.00         |
| A1.1620.5472 | Contracted Services          | \$ 290.00           |
| A1.1620.5443 | Maintenance of Buildings     | \$ 136.90           |
| A1.1620.5485 | General Materials & Supplies | \$ 150.00           |
|              | <b>Total</b>                 | <b>\$ 19,248.16</b> |

**To:**

| Account#     | Account Name                   | Total Amount        |
|--------------|--------------------------------|---------------------|
| A1.1010.5405 | Contract Update Code Book      | \$ 330.00           |
| A1.1010.5405 | Contract Update Code Book      | \$ 500.00           |
| A1.1010.5405 | Contract Update Code Book      | \$ 760.00           |
| A1.1410.5401 | Office Supplies                | \$ 700.00           |
| A1.1410.5462 | Dues, Seminar, Association fee | \$ 150.00           |
| A1.1620.5471 | Service Contracts              | \$ 15,000.00        |
| A1.1620.5476 | Minor Office Furn. & Equip.    | \$ 231.26           |
| A1.1620.5486 | Cleaning & Sanitation Supplies | \$ 1,000.00         |
| A1.4020.5402 | Office Supplies                | \$ 290.00           |
| A1.1670.5402 | Office Supplies                | \$ 136.90           |
| A1.4020.5402 | Office Supplies                | \$ 150.00           |
|              | <b>Total</b>                   | <b>\$ 19,248.16</b> |

**RESOLUTION 9 of 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, AUTHORIZING A 6% RELEVY PENALTY FOR 2025 AND  
RECOMMENDING APPROVAL FOR ADDING WATER DEPARTMENT  
CHARGES TO THE 2025 PROPERTY TAX BILLS**

Sponsored By: Finance/Audit Committee: Alderman: Scott-Childress, Tierney, Mickens, Schabot, Pasti

**WHEREAS**, the Water Department has a list of unpaid invoices for various properties within the City of Kingston for outstanding water and sewer charges incurred during the year 2024; and

**WHEREAS**, a 6% relevy penalty is added to said charges; and

**WHEREAS**, the Water Department has billed the property owners and notified them that the charges would be added to the 2025 General Taxes if not paid, per the Code of the City of Kingston.

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

**SECTION 1.** That the 6% relevy penalty totaling \$45,073.36 (\$22,374.77 Water, \$22,698.59 Sewer) is hereby authorized to be added to the total relevy to be added to the 2025 Tax Roll.

**SECTION 2.** That the attached charges totalling \$796,269.41 (\$389,709.55 – Water, \$406,559.86 – Sewer) be added to the 2025 Tax Roll.

**SECTION 3.** This resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025



9

THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER \_\_\_\_\_  
AUTHORIZATION \_\_\_\_\_  
CLAIMS \_\_\_\_\_

CONTINGENCY TRANSFER \_\_\_\_\_  
BUDGET MODIFICATION \_\_\_\_\_  
ZONING \_\_\_\_\_

TRANSFER \_\_\_\_\_  
BONDING REQUEST \_\_\_\_\_  
OTHER \_\_\_\_\_

DEPARTMENT: Water Dept DATE: 13 Nov 2024

Description: Authorize Water Department to Relevy the 6% penalty for 2025 as follows:

Water: \$22,374.77  
Sewer: \$22,698.59  
Total: \$45,073.36

Estimated Financial Impact: \$ 0 Signature \_\_\_\_\_

Motion by SP

Seconded by SS

Action Required:

| <u>Committee Vote</u>  | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br><i>Reynolds Scott-Childress</i> | ✓          |           |
| Michael Tierney, Ward 2<br><i>Michael Tierney</i>                                | ✓          |           |
| Bryant Drew Andrews, Ward 7<br><del>7th Ward</del><br><i>Bryant Drew Andrews</i> | ✓          |           |
| Steve Schabot, Ward 8<br><i>Steve Schabot</i>                                    | ✓          |           |
| Sara Pasti, Ward 1<br><i>Sara J Pasti</i>  | ✓          |           |



**KINGSTON WATER DEPARTMENT**  
PO BOX 1537, CITY OF KINGSTON, NY 12402

November 13, 2024

City of Kingston Common Council  
420 Broadway  
Kingston, NY 12401

Honorable Members of the Common Council:

Pursuant to the Charter of the City of Kingston, New York, Chapter 16-5 and Section 395-29 of the Administrative Code of the City of Kingston, NY:

**C16-5:**

Water charges shall be a lien upon real estate until paid. Annually, before December 1, the Board of Water Commissioners shall transmit a statement to the Common Council of water charges in arrears for more than three months, with a description of the affected property. The Common Council, upon receipt of the statement, shall cause such unpaid charges, with 6% thereon, to be levied in addition to the general city tax at the time of the next levy, and such charges may be enforced in the same manner as provided in the City Charter for the collection of property taxes. Unpaid water charges remaining unpaid for a prescribed period of time subject the affected property to tax foreclosure. The Comptroller will pay the Water Commissioners for unpaid water charges on or before June 10 in each year.

**S395-29:**

In the event that water rents are in arrears for more than three months, the water rents and interest and charges thereon shall become a lien upon the real estate against which the water rents shall have been laid, levied or charged.

A breakdown of the amounts that are to be re-levied on the 2025 general tax bills is attached.

Respectfully submitted,

Matthew Dysard,  
Superintendent

Cc: John Tuey, Comptroller

OFFICE: 111 JANSEN AVE. • (845)331-0175 FAX (845)340-9209  
E-MAIL: [water@kingston-ny.gov](mailto:water@kingston-ny.gov)



**KINGSTON WATER DEPARTMENT**  
 PO BOX 1537, CITY OF KINGSTON, NY 12402

THE FOLLOWING IS A LIST OF ALL **UN-PAID** WATER CHARGES DUE THE  
 KINGSTON WATER DEPARTMENT AS OF: November 13, 2024

WHICH WILL BE RELEVIED ONTO THE **2025 GENERAL TAX BILLS:**

| WATER         | AMOUNT              | PENALTY            | TOTAL                |
|---------------|---------------------|--------------------|----------------------|
|               | \$339,055.99        | \$33,843.49        | \$ 372,899.48        |
| <b>TOTALS</b> | <b>\$339,055.99</b> | <b>\$33,843.49</b> | <b>\$ 372,899.48</b> |

**PLEASE NOTE:**

50% SEWER USAGE FEE PENALTY  
 DUE FROM COMPTROLLER: \$16,810.07

|   |                      |
|---|----------------------|
| <b>TOTAL AMOUNT DUE KINGSTON WATER DEPARTMENT<br/>   FROM COMPTROLLER'S OFFICE:</b> | <b>\$ 389,709.55</b> |
|---|----------------------|

SEWER TOTALS RELEVIED ONTO THE **2025 GENERAL TAX BILLS:**

| SEWER         | AMOUNT              | 50% SEWER FEE      | 6% ADMIN FEE       | TOTAL                |
|---------------|---------------------|--------------------|--------------------|----------------------|
|               | \$344,676.43        | \$16,810.07        | \$45,073.38        | \$406,559.86         |
| <b>TOTALS</b> | <b>\$344,676.43</b> | <b>\$16,810.07</b> | <b>\$45,073.38</b> | <b>\$ 406,559.86</b> |

TOTAL SEWER: \$ 406,559.86

**GRAND TOTAL SEWER & WATER** **\$ 796,269.41**



**KINGSTON WATER DEPARTMENT**  
PO Box 1537, Kingston, NY 12402  
(845)331-0175 ....(845)340-9209 – Fax

November 13, 2024

Charlene Ham  
City of Kingston  
Comptroller's Office

Dear Charlene:

The breakdown for the 6% penalty for the 2025 tax re-levy is as follows:

|        |             |
|--------|-------------|
| Water: | \$22,374.77 |
| Sewer: | \$22,698.59 |
| Total: | \$45,073.36 |

Sincerely,

Kevin Gray,  
Principal Account Clerk

**RESOLUTION 10 of 2025**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, APPROVING THE KINGSTON CITY LAND BANK'S PROPOSAL  
FOR THE PURCHASE OF 46 GRAND STREET**

Sponsored By: Finance/Audit Committee: Alderman: Scott-Childress, Tierney, Mickens, Schabot, Pasti

**WHEREAS**, pursuant to a Request for Expressions of Interest regarding the sale of 46 Grand Street, request has been made by the Kingston City Land Bank to purchase 46 Grand Street, SBL, 56.26-8-47 and

**WHEREAS**, the Finance and 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 Common Council of the City of Kingston, New York, approves the proposal of the Kingston City Land Bank for 46 Grand Street, SBL 56.26-8-47.

**SECTION 2.** This resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

Approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Elisa Tinti, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2025

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**THE CITY OF KINGSTON COMMON COUNCIL  
FINANCE/AUDIT  
COMMITTEE REPORT**

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

DEPARTMENT: Common Council      DATE: 12/11/24

**Description:**

Approve the Kingston City Landbank proposal for 46 Grand Street.

Estimated Financial Impact: \$1.00      Signature \_\_\_\_\_

Motion by MT

Seconded by TM

Action Required:

| <u>Committee Vote</u>  | <u>YES</u> | <u>NO</u> |
|--|------------|-----------|
| Reynolds Scott-Childress, Chairman,<br>Ward 3<br><i>Reynolds Scott Childress</i> | ✓          |           |
| <i>Michael Tierney</i><br>Michael Tierney, Ward 2                                | ✓          |           |
| <del>Bryant Drew Andrews, Ward 7</del><br><i>Percy Michael's Ward 7</i>          | ✓          |           |
| <i>Steve Schabot</i><br>Steve Schabot, Ward 8                                    | ✓          |           |
| <i>Sara J. Pasti</i><br>Sara Pasti, Ward 1                                       | ✓          |           |

(16)

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

FYA

Steven T. Noble  
Mayor



---

November 4th, 2024

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

Re: 46 Grand Street

Dear President Shaut,

The Office of Housing Initiatives recently conducted an RFEI to solicit interested individuals and organizations who would like to utilize 46 Grand Street. Respondents were asked to put forth their plan, as well as how much they proposed to purchase the building for from the City. An RFP review committee was formed and reviewed a variety of applications from private contractors to nonprofits, some of which included; proposing to create community space, offer community services or build affordable housing.

The RFP review committee has proposed that the COOP Concept be allowed to move forward. Prior to any decision by the Common Council, I would encourage the body to meet with the leadership of the Coop Concept to learn about the proposal, to determine whether this entity has the financial ability to complete this project and whether the proposed uses fit our zoning and building code prior to the transfer of the property.

Respectfully Submitted,

Steven T. Noble  
Mayor

**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**



**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**KINGSTON, NY**

|                 |                                 |
|-----------------|---------------------------------|
| Steven T. Noble | Mayor of the City of Kingston   |
| Bartek Starodaj | Director of Housing Initiatives |

The City of Kingston, New York hereinafter referred to as (the “City”) is seeking responses from qualified applicants to purchase a vacant property currently owned by the City of Kingston. This RFEI is intended as a preliminary step to determine the level of interest by potential purchasers.

|                           |                       |
|---------------------------|-----------------------|
| <b>RFEI Release Date:</b> | <b>June 26, 2024</b>  |
| <b>RFEI Number:</b>       | <b>RFEI K24-25</b>    |
| <b>Proposals Due:</b>     | <b>August 1, 2024</b> |

**Definitions:**

An “RFEI” describes the situation in which interest in a project needs to be assessed and useful information is solicited from interested parties. Respondents are invited to propose solutions that will result in the satisfaction of the City’s objectives. The proposed solutions are evaluated against a predetermined set of criteria.

The term “Respondent” means any firm or individual submitting a response for the services listed in this RFEI. The term “response” means the material submitted by a Respondent in reply to this RFEI.

**RFEI/Project Contact Person:**

Bartek Starodaj  
Director of Housing Initiatives  
City Hall, 420 Broadway  
Kingston, NY 12401

**Telephone:** (845) 334-3928    **Email:** [bstarodaj@kingston-ny.gov](mailto:bstarodaj@kingston-ny.gov)



**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**RECEIPT CONFIRMATION FORM**

***PLEASE COMPLETE AND RETURN THIS CONFIRMATION FORM WITHIN 5 WORKING DAYS OF RECEIVING THIS RFEI SPECIFICATION TO:***

Bartek Starodaj  
City Hall, 420 Broadway  
Kingston, NY 12401  
Telephone: (845) 334-3928  
bstarodaj@kingston-ny.gov

***Failure to return this form may result in no further communication or addenda regarding this RFEI.***

Company Name/Contact Person:

\_\_\_\_\_

Address:

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip

Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ EXT: \_\_\_\_\_ Fax:

\_\_\_\_\_

Email:

\_\_\_\_\_

I have received a copy of the above noted RFP Specification. Mark one choice below.

We plan to submit a PROPOSAL.

We DO NOT plan to submit a PROPOSAL (please indicate reason below).

Signature:

\_\_\_\_\_

Title:

\_\_\_\_\_

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**1.0 PROPERTY OVERVIEW**

The City of Kingston, New York hereinafter referred to as (the "City") is seeking responses from qualified purchasers to purchase a vacant property currently owned by the City of Kingston. The City is interested in rehabilitating and renewing the property with site uses that create community benefits via commercial or residential activity that complements the current structures and use patterns currently existing in the neighborhood.

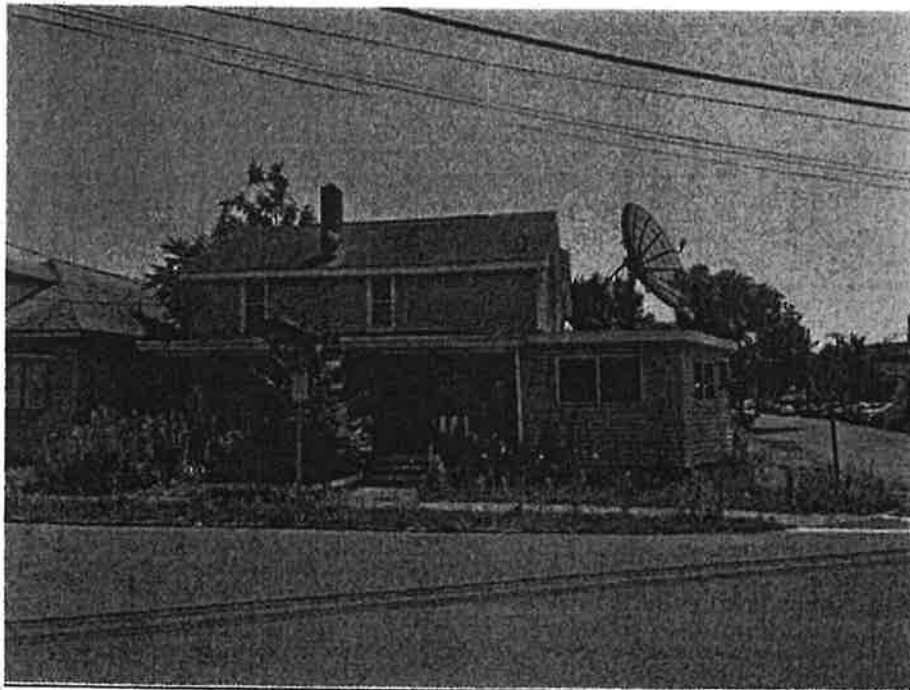
This RFEI is intended as a preliminary step to determine the level of interest by potential purchasers. The successful respondent to the RFEI will negotiate the terms and conditions of the sale of these parcels the terms of which will be contained in an Agreement negotiated by and between the Purchaser and the City.

There is one site for which the City will contemplate proposals for purchase; the location is as follows:

**46 Grand**

**SBL# 56.26-8-47**

The property is a vacant two-story mixed-use property with approximately 3,000 sq ft. Historically, the ground floor commercial space was used as a bar/tavern.



**Figure 1 - 46 Grand Front**

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**



**Figure 2 - 46 Grand Corner Grand St/Hasbrouck Avenue**



**Figure 3 - 46 Grand Rear**

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**



**Figure 4 - 46 Grand Historical Photo**

**2.0 DEVELOPMENT OBJECTIVES**

Under the City's form-based zoning code, 46 Grand is zoned T5-Flex. This allows for a wide variety of uses and building types. The intent of this transect is *"To provide an urban form that can accommodate a very diverse range of uses and building types, including some light industrial as well as work/live, to reinforce the pattern of existing walkable neighborhoods and to encourage revitalization and investment."*

The City intends to transfer the property to the winning Respondent upon selection and Common Council approval. The winning Respondent will be responsible for the rehabilitation of the property. The property will be transferred "as is."

The City seeks to achieve the following objectives through this RFEI:

1. Rehabilitation of the building on the site;
2. Maximize the level of public benefits to be generated by the proposed development including new commercial, non-profit, and/or residential activity;
3. Secure a financially feasible rehabilitation.

**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**3.0 SCHEDULE OF PERTINENT DATES**

Listed below are specific and estimated dates and times of actions related to this RFEI. In the event it is necessary to change the return date, the City will issue a supplemental addendum.

| <b>Dates</b>             | <b>Milestone</b>                        |
|--------------------------|---|
| June 26, 2024            | RFEI advertised                         |
| July 17, 2024            | Tour at 46 Grand                        |
| July 24, 2024, 5pm       | Last day to submit written inquiries    |
| July 25, 2024            | Addendum issued if any questions        |
| August 1, 2024 2:00 p.m. | Due Date for Proposals                  |
| August/September, 2024   | Selection Committee evaluates proposals |
| October 2024             | Notice of Intent to Award (estimate)    |

**4.0 SUBMISSION REQUIREMENTS**

All Respondents to this RFEI are required to submit detailed information as set forth below. Responses that do not materially conform to this outline will not be considered. Additional material and information, as deemed appropriate by the Respondent, may be included in the submission package.

Receipt confirmation form which follows the cover page of this RFEI should be completed and sent to the City of Kingston immediately if planning on submitting a proposal. Failure to file this form may result in no further communications regarding this RFEI.

RFEI submissions must emailed to [Bstarodaj@kingston-ny.gov](mailto:Bstarodaj@kingston-ny.gov). Responses will be electronic only.

Responses are due and must be received no later than **August 1, 2024 at 2:00 PM**. Responses will not be accepted after the due date and time.

- **Proposals must be sent electronically via email.** Printed proposals will not be accepted.
- Respondents are required to complete, and include within their RFEI submission, the Information Sheet and Affidavit of Non-Collusion that are included in this RFEI.
- The response will be evaluated on the basis of its content, not length. The proposal shall be clear, concise and include sufficient detail for effective evaluation.
- The City of Kingston will not be liable for any costs incurred by Respondents in the preparation of responses or for any work performed in connection therein.

**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**5.0 PROPOSAL CONTENT**

- **TITLE PAGE:** Showing RFEI number, responder's name, address, telephone, and title of the person(s) with the authority to represent and make legally binding commitments for the Respondent. Responder should also clearly identify the name(s) of the contact person responsible for inquiries, if different.
- **COVER LETTER:** A cover letter signed by the duly authorized member of the Respondent identified above.
- **PROJECT VISION AND NARRATIVE.** Respondents shall provide a description of the vision and program for the proposed project. This should include a clear concept and narrative. As part of the project narrative, Respondents must include descriptions of the desired mix of uses, including the number of residential and/or commercial units as applicable.
- **PLAN FOR EXECUTION:** Provide a development plan for the RFEI which is consistent with the Development Objectives outlined within this RFEI, including:
  - A description of the steps necessary to evaluate due diligence, environmental remediation, financing, pre-development, design approach, construction, lease-up, and property management.
  - A timeline for execution that includes proposed start date of predevelopment activities.
- **RESPONDENT TEAM:** Provide a full description of the Respondent (and its related development entities and subsidiaries, if applicable) along with all team members, including all principals and persons who have or will have either a direct or indirect financial interest in the development project. This includes:
  - Identify the development entity's/Respondent's name, street address, mailing address, phone number, email address and web page. Specify the legal form of the organization (e.g. corporation, partnership, LLC, Joint Venture, other).
  - If applicable, describe the development entity including the number of years in business.
  - If applicable, identify the person(s) with the authority to represent and make legally binding commitments for the principal development entity.
  - If applicable, list all officers, partners, owners, shareholders and members of the development entity by name, title, percentage of ownership and list addresses, telephone numbers and e-mail addresses.
  - If applicable, provide biographical summaries of company officers and/or principals/owners.
  - If applicable, identify all members of the proposed development team that are likely to be engaged in this project including engineering, architectural, construction, property

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**

management, marketing agent, geotechnical, environmental, legal, financial, public relations, and other consultants, Indicate the role of each in implementing the development and managing the completed project.

- If applicable, describe the development team's familiarity of the project location and City of Kingston.
  
- **EXPERIENCE:** As applicable, respondents shall provide demonstrable expertise with projects similar to this opportunity. Project examples from the lead member of the team are encouraged, though experience from any team member will be accepted and evaluated. For each project example, Respondents should include:
  - Name and location of project;
  - Site plans, massings, renderings, and/or photographs;
  - Development team members;
  - Scope (land area, gross square footage by program/product type, etc.);
  - Total cost (excluding land);
  - Timeline; and
  - Details of the project financing, including Respondent's role in securing the financing.
  
- **FINANCIAL QUALIFICATIONS AND CAPACITY:** Respondents must provide evidence of their financial capacity, financial success over time, and demonstrate their credit worthiness to undertake the Project.
  - If available, audited financial statements of the parent company of the principal developer, whether publicly traded or privately held for the last three fiscal years
  - letter from a financial institution with whom the Respondent has a relationship
  - Narrative describing any current or outstanding litigation pending against the team or any of its members, as well as any litigation brought by or against any individual involved with the project, during the last five years.
  - List of prior debts involving monetary defaults, bankruptcies or foreclosures.
  
- **PURCHASE PRICE AND SPECIAL CONDITIONS:** Proposed purchase price. Any and all special conditions that the Respondent may offer or request from the City of Kingston are required to be listed.

**6.0 EVALUATION CRITERIA**

All responses will be reviewed and evaluated by a selection committee. Responses will be reviewed and evaluated based upon information contained in the respective submission packages and responsiveness to the submission criteria delineated below.

The selection committee will evaluate the submissions beginning after the posted submission date.

Upon review of the submissions, the City reserves the right to:

1. Take no further action.
2. Invite one or more respondents to submit a response to a more detailed Request for Additional Information.
3. Enter into exclusive negotiations with one or more preferred respondents.

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**

The factors to be considered in the selection process are based upon an evaluation using the following criteria:

1. Project feasibility: Likelihood of Respondent and proposed project vision meeting the City of Kingston objectives in an expedient manner (30%);
2. Impact and amount of community benefit derived from the project (30%).
3. Development team qualifications, capabilities and prior experience (20%);
4. Financial strength of the Respondent /developer/developer team (20%);

**7.0 INQUIRIES**

All questions pertaining to this RFEI are required to be made in writing no later than July 24, 2024. All questions must be emailed to Bartek Starodaj at [bstarodaj@kingston-ny.gov](mailto:bstarodaj@kingston-ny.gov).

All substantive questions received by the above-mentioned deadline will receive a response in the form of an addendum issued no later than July 25, 2024.

The addendum will be sent to all Respondents who have registered to receive the RFEI. Only an addendum from the City of Kingston will be considered official. Respondents are advised that the City of Kingston cannot ensure a response to any inquiries received after the due date for question submissions.

**8.0 OPEN HOUSE**

An open house will be held on July 17. Representatives from the City will be available on site to answer questions and to show the property. Respondents wishing to attend the conference should notify Bartek Starodaj to obtain details. Additional open house dates may be announced based on interest.

**9.0 INTERVIEWS**

If the Evaluation Committee determines it to be necessary, interviews may be scheduled with selected Respondents as soon as possible after the initial evaluation. This will permit further evaluation and allow the Evaluation Committee to inquire further into the experience the Respondent has had on similar projects, willingness and ability to work closely with City of Kingston Staff and others, understanding of the various aspects of the requirements, ability to maintain a schedule and complete the services on time, and other matters deemed pertinent.



City of Kingston, NY

RFEI#: K24-25

Request for Expressions of Interest Regarding the Sale of 46 Grand

10.0 TERMS AND CONDITIONS

**XI. TERMS AND CONDITIONS**

**Instructions to Respondents:** All submissions must be in accordance with this Request for Qualifications.

**RFEI Information:** The information set forth in this RFEI concerning the real estate and its condition, size status, legal requirements and other matters is believed to be accurate but is not so warranted. The City of Kingston and its officers, employees, representatives, agents and consultants make no representation express or implied as to the physical condition of the real estate, status of the title thereto, its suitability for any use, the absence of hazardous and toxic materials, or any other matter. The City makes no representations as to the accuracy of any statements made herein regarding any environmental conditions of the real estate and any information provided with regard to the environment is not to be relied upon and should be independently verified. All measurements are approximate.

The information provided for respondents is for informational purposes only, and may not be relied upon and does not constitute a representation or warranty by the City of Kingston, its representatives, employees, officers, agents, or consultants that the information contained therein is accurate or complete, and no legal commitment, obligation or liability of the City of Kingston or its representatives, employees, officers, agents or consultants shall arise by use of, or the information relating to any of these materials.

**As is Condition & Disclaimers:** The real estate will be conveyed "as is" with all faults. The City of Kingston makes no representations or warranties regarding the real estate and the property whatsoever, including without limitation whether the property is in compliance with applicable zoning use and other similar regulations, laws and codes (including without limitation building codes and Americans with Disabilities Act), and respondents are not to rely upon any representations or warranties of any kind whatsoever, express or implied, from the City of Kingston, its representatives, employees, officers, agents or consultants.

**Revisions, Interpretations or Corrections:** Revisions, interpretations or corrections of specifications made by the City of Kingston shall be by addendum issued before the date set forth for the submission of responses to this RFEI. Interpretations, corrections or changes made in any other manner will not be binding, and respondents shall not rely upon such revisions, interpretations, corrections or changes.

**Conflict of Interest:** The City of Kingston's employees and the immediate family of City of Kingston employees are not permitted to submit a response to this RFEI. Furthermore, no official or employee of the City of Kingston shall have any personal interest, direct or indirect, in this transaction, nor shall any such elected or appointed official, department head, agent or employee having such an interest participate in any decision, meeting, evaluation or exert any opinion or influence relating to this transaction that affects his or her personal interests or the interests of any person or entity in which he or she is directly or indirectly, interested.

**Zoning and Permitting:** The City of Kingston does not warrant that the real estate is suitable for any particular use. Verification of the present zoning and determination of permitted uses, along with compliance of the property for present or proposed future use, shall be the responsibility of the respondent. The City of Kingston does not guarantee that any zoning information is necessarily accurate or will remain unchanged. Any inaccuracies or changes in zoning information shall not be cause for

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**

adjournment or rescission of any contract resulting from this RFEI. Finally, respondent assumes the entire responsibility of complying with any government requirements and procedures related to intended use, including, but not limited to, licenses, zoning, permitting, habitation restrictions, historic preservation requirements, etc.

**RFEI Award Acceptance:** The City of Kingston reserves the right at all times to accept or reject in their sole discretion, any or all responses and to waive any defects or technicalities or advertise for new RFEI responses where the acceptance, rejection, waiving or advertising of such would be in the best interest of the City of Kingston. The RFEI process may be terminated or modified without notice at any time.

**Notice of Acceptance or Rejection:** Notice, by the City of Kingston regarding either acceptance, or rejection of a response to this RFEI shall be deemed to have been sufficiently given when mailed to the respondent, or his or her duly authorized representative, at the address indicated in the cover letter accompanying respondent's submission of a response to this RFEI.

**Postponement or Cancellation:** The City of Kingston reserves the right to postpone or cancel this RFEI, or reject all responses, if in its judgment it deems it to be in the best interest of the City to do so.

In the event of a postponement or cancellation of this RFEI; the City of Kingston shall not be liable for any costs incurred by respondent in the preparation of their response or for any work performed in connection therein.

**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**PLEASE RETURN THE FOLLOWING SHEETS**  
**WITH YOUR PROPOSAL**

City of Kingston, NY

RFEI#: K24-25

Request for Expressions of Interest Regarding the Sale of 46 Grand

**INFORMATION SHEET**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**TYPE OF ENTITY:** Corp. \_\_\_\_\_ Partnership \_\_\_\_\_ Individual \_\_\_\_\_ LLC \_\_\_\_\_

*If a non-publicly owned Corporation:*

**NAME OF FIRM:** \_\_\_\_\_

**DATE OF ORGANIZATION:** \_\_\_\_\_

*If an LP, LLP, or LLLP:*

**PARTNERS:** \_\_\_\_\_  
\_\_\_\_\_

**NAME OF PARTNERSHIP:** \_\_\_\_\_

**DATE OF ORGANIZATION:** \_\_\_\_\_

*\* If the business is conducted under an assumed name, a copy of the certificate required to be filed under the New York General Business Law must be attached.*

**City of Kingston, NY**  
**RFEI#: K24-25**  
**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**AFFIDAVIT OF NON-COLLUSION**

**NAME OF  
RESPONDENT:** \_\_\_\_\_

**BUSINESS ADDRESS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this proposal or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, Respondent or potential Respondent.
2. Neither the price(s), nor the amount of this proposal, have been disclosed to any other firm or person who is a Respondent or potential Respondent on this project, and will not be so disclosed prior to proposal opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from responding to this RFEI, or to submit a proposal higher than the proposal of this firm, or any intentionally high or non-competitive proposal or other form of complementary proposal.
4. The proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary proposal.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from responding to this RFEI or to submit a complementary proposal on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary proposal, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's proposal on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.

**City of Kingston, NY**

**RFEI#: K24-25**

**Request for Expressions of Interest Regarding the Sale of 46 Grand**

**8. By submission of this proposal, I certify that I have read, am familiar with, and will comply with any and all segments of these specifications.**

The person signing this proposal, under the penalties of perjury, affirms the truth thereof.

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Company Name

Date Signed \_\_\_\_\_ Federal ID \_\_\_\_\_

