

OCTOBER 2024 FINANCE/AUDIT COMMITTEE MEETING
Wednesday, October 9th, at 6:30 PM

1. Comptroller's Update
2. NYSWIMS Grant - J. Noble
3. Purchase of Kingston Wilderness - Mayor Noble
4. Budget Transfer request from KPD - Chief Tinti
5. Budget Transfer request from Parks & Rec - L. Timbrouck
6. Budget Transfer request from Planning - S. Cahill
7. Budget Transfer request from WWTF - A. Winchell
8. CoK Tree Management Plan - N. Kikel
9. Restore NY Communities, Round 6 - N. Kikel
10. Restore NY Communities, Round 7 - N. Kikel
11. Budget Transfer request from KFD - Chief Rea
12. Central Fire Station - J. Schultheis
13. Building Dep't Releives - J. Tuey
14. DPW Releives - J. Tuey

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

Julie L. Noble, Coordinator



Steven T. Noble, Mayor

September 27, 2024

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

Re: Authorization to Expend in 1st Instance- NYSWIMS grants

Dear President Shaut,

I would like to request an agenda item for placement on the Finance Committee agenda for October. The City was recently awarded a \$3,343,345 grant for Kingston Point Beach swimming facility upgrades and \$180,000 for Andretta Pool improvements through the New York Statewide Investment in More Swimming (NY SWIMS) initiative.

With the grant funding, the City of Kingston will implement a design of multi-tiered raised terraces at the Kingston Point Beach to connect upland areas on either side of the existing beach to provide flood mitigation and protect the interior of Kingston Point against sea level rise. The project will promote resiliency through the protection and management of natural resources and sensitive ecosystems while protecting and reinforcing the shorelines. With the remaining funding, the City of Kingston will renovate the Andretta Pool, replacing the pump and underground infrastructure and install a lift to the pool as well as ADA-compliant steps, a splash pad feature, and a shade structure at the complex.

Council Request: Authorization to expend grant funds in first instance and set up two separate capital accounts for the two NYSWIMS projects.

If there are any questions, I will be present at the October Finance meeting to speak to these requests. Thank you for your consideration.

Sincerely,

Julie L. Noble
 Julie L. Noble

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CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



September 27th, 2024

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

Re: Purchase of Real Property: Kingston Wilderness

Dear President Shaut,

In 2017, the City of Kingston began the process of developing a Natural Resources Inventory and Open Space Index for the entire city. The goal of this data-collection effort was to better understand what natural resources existed in the city so that informed planning decisions could be made with regard to future growth and the conservation of these elements which are considered assets to the city. The 2019 Open Space Plan identified several actions to address resource conservation in three notable significant natural areas of Kingston, one of which is the upland area surrounding the Rondout Creek, now known in the Plan as Rondout Uplands. The plan included conservation targets, one of which was for 60 acres of permanently protected land in the uplands along the Rondout over the next 10 years.

To date, the City has worked closely with the Kingston Land Trust to begin to conserve lands in that priority area. See attached. By 2024, the KLT has preserved 20 acres of land at the Red Fox Ravine on Wilbur Ave and 38 acres of land on Mason Hill. Further, the City prioritized surplus property conservation in 2023 to protect 12 acres of land along the Twaalfskill and Wilbur Avenue.

To continue to expand on the strategy for the responsible stewardship of these important resources for future generations, in order to protect the visual aesthetic quality of the city, to maintain clean drinking water, protect natural habitats, provide recreational opportunities and position the city to mitigate impacts from future climate change trends, the City is poised to purchase the largest open space tract of land in the Rondout Uplands, which has recently become available for sale. The land, which comprises 7 parcels with combined area of 70 acres, is for sale by Kingston Wilderness, LLC.

Tax Map No. 56.56-1-6	800-868 Abeel Street, City of Kingston
Tax Map No. 56.56-1-7	Rear Abeel Street, City of Kingston
Tax Map No. 56.57-1-20	Mason Hill, City of Kingston
Tax Map No. 56.57-1-22.111	663-701 Abeel, City of Kingston
Tax Map No. 56.14-2-13	Route 213, Town of Ulster
Tax Map No. 56.14-2-12	Route 213, Town of Ulster
Tax Map No. 56.57-2-22.100	25-27 Burnett Street, City of Kingston

Two separate appraisals have been conducted on behalf of the City, both of which determined the land's Highest and Best Use is to "remain mostly vacant and be used for recreational purposes".

The City has been in communication with the Seller and, consistent with both appraisals, have agreed upon a purchase price of \$840,000, contingent on the following:

- 1) Satisfactory Phase 1 Environmental Assessment
- 2) Title Search
- 3) City of Kingston Common Council Approval
- 4) Scenic Hudson Board Approval

The City would intend to take full title of these properties and dedicate as parkland and funding for this fee simple acquisition would be paid for by Common Council approval of a bond. Scenic Hudson is working to commit a 50% contribution of \$420,000 for the acquisition.

The amount requested of the Common Council is \$435,000 which includes \$15,000 for closing and due diligence costs. If the City of Kingston voters approve the Community Preservation Fund Real Estate Transfer tax, this bond and future improvements to the site could be paid off by using the Community Preservation Fund.

I will be joined by our partners at Scenic Hudson as well as Julie Noble, the Sustainability and Project Manager for the City to be able to discuss this acquisition in detail, including how the anticipated Community Preservation Fund could be used to pay off this bond. I have attached a signed offer agreement for your approval.

Respectfully Submitted,



Steven T. Noble
Mayor

Aerial Photograph of Property Appraised with Tax Map Overlay



Photographs (see following pages)

CITY OF KINGSTON
Office of Corporation Counsel

bgraves@kingston-ny.gov

Steven T. Noble, Mayor



Barbara Graves-Poller, Corporation Counsel

OFFER TO PURCHASE REAL PROPERTY

This agreement is made between City of Kingston, New York, called Purchaser, and Kingston Wilderness LLC, called Seller.

Purchaser agrees to purchase from Sellers all land and appurtenances associated thereto, located in Ulster County, New York, having the legal address of NYS Route 213/Abeel St, Kingston, New York, 12401, Ulster County SBL #56.57-1-20 & 22.111, #56.56-1-6 & 7, #56.14-2-12 & 13, #56.57-2-22.100.

The agreed-to purchase price is \$840,000 to be paid on or about November 26th, 2024.

This offer is subject to approval by the City of Kingston Common Council.

This offer is further subject to the following terms and conditions:

Clear Title: Sellers shall convey clear, marketable, and insurable title for the aforementioned property, free from encumbrances except taxes for the current year, which are to be prorated.

Seller has not granted any option to purchase the property therein, any right of first refusal or right of first offer to purchase the property therein.

Due Diligence Period and Due Diligence

During the period commencing on the date hereof and ending on the sixtieth (60th) day following The date hereof (the "Due Diligence Period"), Purchaser shall have the right to have the Premises inspected during reasonable hours, after reasonable notice to seller, to obtain inspection reports with respect to the Premises, and to otherwise conduct due diligence, at Purchaser's sole cost and expense, including the following upon all of which Purchaser's obligations to close shall be contingent:

- a. Satisfactory Phase 1 Environmental Assessment
- b. Title Search
- c. City of Kingston Common Council approval
- d. Scenic Hudson Board Approval

Purchaser may elect to cancel this Contract, by written notice (the "Termination Notice") to Seller delivered on or before the last day of the Due Diligence Period for any reason at Purchaser's sole discretion. During the Due Diligence Period Seller agrees to cooperate in all reasonable respects with Purchaser. Notwithstanding the foregoing, Purchaser shall not have the right to make any intrusive tests without Seller's prior written consent, which shall not be unreasonably withheld, delayed or conditioned.

License to Enter Premises, Insurance and Indemnification

Seller hereby grants to Purchaser, its agents, servants, employees and consultants, a license to enter in and upon the property for the purpose of due diligence inspections contemplated by the foregoing paragraph. The Purchaser agrees to conduct such inspections in such manner so as to cause a minimum of disturbance to the Premises. After such access, Purchaser agrees to return the Premises to substantially the same condition as prior to said access.

Purchaser further agrees that no entry onto the property shall be made, nor any testing or inspections contemplated hereunder shall be carried out, unless and until Seller has been provided with a Certificate of Liability Insurance from each of Purchaser's contractors, agents or consultants engaged to test or inspect the property in a minimum amount of \$1,000,000.00 of liability coverage and \$500,000.00 for property damage naming Seller as an insured. In addition, all contractors performing any inspections shall provide proof of Worker's Compensation Insurance naming Seller as additional insured.

Purchaser hereby indemnifies and agrees to defend and hold Seller harmless from all loss, cost (including, without limitations, reasonable attorneys' fees), claim or damage caused by the inspection of the Premises by Purchaser, its agent, consultants or representatives.

"As Is" Conditions: Purchaser has visited the property, which it agrees to accept in its current condition, without the Sellers arranging for the land to be cleaned and emptied.



The undersigned hereby acknowledge and agree to execute a formal contract of sale to be prepared by the Sellers' attorney and approved by Purchaser's attorney.

Offer By Purchaser

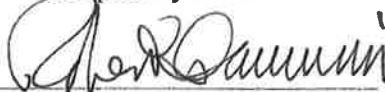
By: 
Mayor Steven T. Noble

Date: 9/25/24

Purchaser's
Attorney



9/25/24

Accepted By Seller

By: 

Date: 9/25/24

Seller's
Attorney


9/25/24

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FBI

Mesches, Sue

From: Tinti, Egidio
Sent: Thursday, September 26, 2024 8:39 PM
To: Shaut, Andrea
Cc: Tuey, John; Noble, Steve; Tinti, Elisa; Mesches, Sue
Subject: Budget Modification request
Attachments: September 24 Committee_Report-Finance Committee for budget modification to balance accounts 1.pdf; September 24 Budget modifications for mid year account balances.xlsx

Andrea,

Attached is an budget modification request to balance a number of accounts within the police department.

Please contact me if you have any questions.

Thank you,

Jid

Egidio Tinti
Chief of Police
City of Kingston Police Department

(845) 943-5766 Office
(845) 331-2166 Fax
etinti@kingston-ny.gov
<http://tinyurl.com/KPDTIPsoft>
www.facebook.com/kingstonpd

CITY OF KINGSTON

Police Department

police@kingston-ny.gov



Egidio Tinti, Police Chief

Steven T Noble, Mayor

September 23, 2024

Honorable Andrea Shaut
Alderman-at Large
420 Broadway
Kingston, NY 12401

Dear Ms. Shaut,

I am respectfully requesting a transfer of funds within the police department budget to balance accounts as part of our mid-year review.

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 Tinti
Chief of Police
City of Kingston Police Department

EFT/sr
Enclosure

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


John Tuey
City Comptroller

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

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

DEPARTMENT: Police DATE: September 24, 2024

Description: Budget modification to balance a number of accounts

Estimated Financial Impact: \$239,369.28 Signature 

Motion by _____

Seconded by _____

Action Required:

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

From:			To:		
Account#	Account Name	Total Amount	Account#	Account Name	Total Amount
A1 9999 5901	Fund Balance	\$249,369.28	A1 3129 5103	Police overtime	\$190,000.00
A1 3120 2775	School District Reimbursement	\$47,268.91	A1 3129 5104	Supplementary Pay	\$6,000.00
A1 4120 4810	Revolving Account (US Marshall)	\$1,197.15	A1 3129 5107	Crossing Guard	\$28,000.00
A1 3120 2774	Utah County Reimbursement	\$5,454.68	A1 3129 5115	Language Incentive	\$7,000.00
			A1 3120 5401	General Contract Expenses	\$500.00
			A1 3120 5402	Office Supplies	\$600.00
			A1 3120 5422	Electricity	\$4,000.00
			A1 3120 5423	Natural Gas	\$5,000.00
			A1 3120 5461	Travel	\$5,000.00
			A1 3120 5463	Postage	\$1,000.00
			A1 3120 5471	Service Contracts	\$15,000.00
			A1 3120 5477	Printing	\$5,000.00
			A1 3120 5485	General Materials	\$1,200.00
			A1 3120 5486	Cleaning Supplies	\$5,000.00
			TOTAL		\$283,200.00
	TOTAL	\$283,200.00			\$0.00

From:			To:		
Account#	Account Name	Total Amount	Account#	Account Name	Total Amount
A1.9999.5901	Fund Balance	\$239,369.28	A13120.5103	Police overtime	\$180,000.00
A1.3120.2775	School District Reimbursement	\$37,268.91	A13120.5104	Supplementary Pay	\$6,000.00
A1.3120.4330	Federal Assistance (US Marshall)	\$1,107.15	A13120.5107	Crossing Guard	\$28,000.00
A1.3120.2774	Ulster County Reimbursement	\$5,454.66	A13120.5115	Language Incentive	\$7,000.00
			A13120.5401	General Contract Expenses	\$500.00
			A13120.5402	Office Supplies	\$600.00
			A13120.5422	Electricity	\$4,000.00
			A13120.5423	Natural Gas	\$5,000.00
			A13120.5461	Travel	\$5,000.00
			A13120.5463	Postage	\$1,900.00
			A13120.5471	Service Contracts	\$35,000.00
			A13120.5477	Towing	\$5,000.00
			A13120.5485	General Materials	\$1,200.00
			A13120.5486	Cleaning Supplies	\$4,000.00
			TOTAL		\$283,200.00
	TOTAL	\$283,200.00		TOTAL	\$283,200.00
					\$0.00

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F+A

Mesches, Sue

From: Timbrouck, Lynsey
Sent: Thursday, September 26, 2024 3:05 PM
To: Shaut, Andrea
Cc: Tuey, John; Tinti, Elisa; Johnson, Elizabeth; Mesches, Sue
Subject: Budget Transfer Request- Department Accounts 9-26-24
Attachments: Budget Transfers Request- Department Accounts 9-26-24.pdf; Committee Report- Budget Transfers Request- Department Accounts 9-26-24.pdf; Budget Transfers October 2024.xlsx

Dear President Shaut,

Please see the attached budget transfer request, committee report, and accounts spreadsheet.

Thank you.

-Lynsey

Lynsey Timbrouck
Director of Parks and Recreation
City of Kingston
467 Broadway
Kingston, N.Y. 12401
(p) 845-481-7333

CITY OF KINGSTON
Department of Parks and Recreation
ltimbrouck@kingston-ny.gov

Steven T. Noble, Mayor



Lynsey Timbrouck, Director

September 26, 2024

Dear President Shaut:

As part of our mid-year review, the Parks and Recreation Department would like to request a \$0 impact internal budget transfer to reconcile some of our accounts.

I respectfully request an internal transfer totaling \$15,110. Please see the attached spreadsheet for details.

Thank you in advance for your consideration.


Respectfully,

Lynsey Timbrouck
Director, Kingston Parks and Recreation

cc: John Tuey, Comptroller, City of Kingston

**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: <u>Parks and Recreation</u>	DATE: <u>9/26/24</u>
Description:	
Internal budget transfer of \$15,110 to reconcile department accounts.	
(See attached spreadsheet)	
Estimated Financial Impact: <u>\$0</u>	Signature 

Motion by _____

Seconded by _____

Action Required:

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

From:

Account#	Account Name	Total Amount
7110.101	Parks Regular Pay	\$2,000.00
7110.111	Parks Seasonal Pay	\$2,000.00
7140.111	Playgrounds and Rec Centers Seasonal Pay	\$2,800.00
7180.111	Special Recreation Facilities Seasonal Pay	\$2,000.00
7210.472	Dietz Contracted Services	\$1,000.00
7250.101	Env. Ed and Sust. Regular Pay	\$5,310.00
		\$15,110.00

To:

Account#	Account Name
7020.103	Admin Overtime Pay
7020.117	Admin Vacation Payback
7020.461	Admin Travel Reimbursement
7110.103	Parks Overtime Pay
7110.105	Parks Retirement Accumulation
7210.103	Dietz Overtime Pay
7210.811	Dietz Social Security
7250.105	Env. Ed and Sust. Retirement Accumulation
7620.422	Adult Electricity

Total Amount

\$800.00
\$1,000.00
\$500.00
\$2,000.00
\$1,000.00
\$5,000.00
\$300.00
\$3,510.00
\$1,000.00
\$15,110.00

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FIA

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov



Suzanne Cahill, Planning Director
Kyla Dedea, Assistant Planner

Steven T. Noble, Mayor

September 27, 2024

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

Re: Kingston Volunteer Fireman's Museum – Structure Damage/Cost Estimate
Authorize Funding – Budget Transfer

Dear Pres. Shaut:

As many are aware, the Kingston Volunteer Fireman's Museum (KVFM) sustained property damage in early 2023, determined to be from a vehicle hitting an adjacent freestanding wall, the force of which then forced the wall into the structure and caused damage to the masonry corner of our building. The city was not immediately notified of the incident, but upon discovery, we have worked through Engineering to obtain professional services for the design of the repair. In the fall of 2023, the Common Council obligated funds for the work based on quote process, however, we were unable to obtain needed documents from the low bidder (Vidal Masonry) prior to the fiscal year 2023 ending, and the money could not be encumbered without signed paperwork. The city took the appropriate actions to protect and secure the structures corner throughout the winter months and we are working with the adjacent owner as they also had damage to a freestanding wall with this incident.

Engineering determined that re-bidding in winter would not be appropriate and waited until early spring to re-circulate a request for proposals, seeking only 3 quotes. Again, the process was found not be acceptable due to the thresholds under our procurement policy and Engineering was requested to bid the project out using a full RFP process, seeking out firms who are qualified for working on the historic repair. That process has yielded a low bid of \$31,500.00, from Ganem Contracting Corporation, Clifton Park, NY. Engineering has vetted this vendor and finds them to be qualified to perform the services as specified.

As you may recall, the City insurance carries a very high deductible, and this work does not exceed that threshold of \$50,000 per incident, and therefore, the project is deemed to be ineligible for any reimbursement.

I am seeking funding to enter into the contract with the low bidder for the work to repair and restore the historic property. Attached is a copy of the low bid from Ganem Contracting Corp., a statement of qualifications, along with a copy of the plans and specifications. Comptroller John Tuey has identified the fund balance as the appropriate funding source. A draft Committee Report is attached also.

If there are any questions, please do not hesitate to contact our office to discuss.

Sincerely,

Suzanne Cahill
Planning Director

CC: S. Noble, Mayor
Engineering (J. Schultheis, City Engineer/J. Gates, Engineering Technician)
S. Mesches for E. Tinti, City Clerk
J. Tuey, Comptroller

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

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION X _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION X _____
ZONING _____

TRANSFER X _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Planning DATE: September 27, 2024

Description: Authorize the transfer of Funds to Landmarks Account to cover costs for masonry wall repair caused by vehicle damage:

1. Authorize transfer of \$31,500.00 from A19999.5901 (Fund Balance Transfer) to A1-7-7520-14-5422 (Maintenance of Buildings – Vol. Fireman’s Museum)
2. Authorization to spend in the first instance.

Motion by _____

Seconded by _____

Action Required:

SEQR: Type 2 -6NYCRR Part 617.5 (c) (1)(2)(25)(26)

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

From:

Account#	Account Name	Total Amount
A19999.5901	Fund Balance Transfer	\$31,500.00

To:

Account#	Account Name	Total Amount
A1-7-7520-14-5422	Landmarks - Maint of Bldgs- Vol Fire Mus.	\$31,500.00

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F+1A

CITY OF KINGSTON
Kingston Wastewater Treatment Facility
awinchell@kingston-ny.gov

Steven T. Noble, Mayor



Allen Winchell, Senior Operator

September 12, 2024

Andrea Shaut, Council President
City of Kingston Common Council
City Hall, 420 Broadway
Kingston, NY 12401

Re: Wastewater Treatment Facility Budget Transfer

Dear President Shaut:

I am submitting the attached budgetary transfer in order to replenish the Fixed Equipment Maintenance account for the Wastewater Treatment Facility. This transfer will allow the plant to pay for replacement parts for a headworks screen. There is no overall financial impact from this transfer.

Respectfully,

Allen Winchell, Senior Operator
Kingston Wastewater Treatment Facility

Cc: J. Tuey, Comptroller
E. Norman, Superintendent of Public Works
Ald. R. Scott-Childress, Ward 3, Chairman of Finance and Audit Committee

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: <u>Wastewater Treatment Facility</u>	DATE: <u>09/12/2024</u>
Description: Internal transfer from account 8121-5484 to 8121-5474 to pay for replacement parts for a headworks screen at the Wastewater Treatment Facility.	
Estimated Financial Impact: \$ 8,000.00	
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: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott Childress, Ward 3, Chairman		
Bryant Drew Andrews, Ward 7		
Sara Pasti, Ward 1		
Michael Tierney, Ward 2		
Steven Schabot, Ward 8		

From:

Account#	Account Name	Total Amount
8121-5484	Chemical Mats & Supplies	\$8,000.00

To:

Account#	Account Name	Total Amount
8121-5474	Fixed Equip Maintenance	\$8,000.00

QUOTATION



Quote No. MAC091124

Reference: Bar Screen Replacement Parts

To: Allen Winchell

Pumping Services, Inc.
 201 Lincoln Blvd.
 Middlesex, NJ 08846
 (732) 469-4540
 www.psiprocess.com

September 11, 2024

ITEM	QTY	DESCRIPTION	UNIT PRICE	EXTENSION	TOTAL PRICE
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Our proposal for equipment and services for the subject project is based on the applicable sections note below.

Replacement Parts For Headworks Screen					
1.	1	Scraper Assembly, 304SS (PN# A5)		\$7,833.38	
		<ul style="list-style-type: none"> • 1 Scraper Weldment • 3 Scraper Wear Pads • 1 Scraper Blade • 2 Scraper Swing Bushings • 2 125mm Springs 			
2.	1	Shipping To Jobsite		\$ INCLUDED	

TOTAL **\$ 7,833.38**

IMPORTANT NOTES AND EXCLUSIONS:

We include only the equipment, material and services listed above in our proposal and anything not listed is specifically excluded. The equipment offered is per the specific sections of the specifications as noted herein and it is offered either as specified or as an equal subject to engineering approval.

Credit Terms:

The price of the Equipment is based upon the following conditions:

- 20% Upon Approval of Submittals
- 80% due net 30 days from date of equipment shipment. Where Buyer is responsible for any delay in shipment, the date of the completion of the equipment or materials shall be the date of shipment for purposes of payment

Pricing is based on receipt of a Purchase Order within 30 days from the date of this Offer and shipment of the equipment not later than 4 months from the date of the Offer. In the event Buyer cannot take the equipment within the stipulated time, the price will escalate 0.5% per month thereafter. All storage and related insurance costs are the account of the Buyer.

These terms are independent of and not contingent upon the time and manner in which the purchaser receives payment from the site owner or any other person. Acceptance of order is subject to credit approval. All monies not paid when due will accrue interest at the rate of one and one-half percent (1.5%) per month calculated from the date of each invoice.

PRICES DO NOT INCLUDE FEDERAL, STATE OR CITY TAXES

TERMS	F.O.B.	DELIVERY
As Above	Jobsite	Delivery to be Coordinated

Purchase Orders should be issued to Pumping Services, Inc. unless stated otherwise in the body of this proposal. Purchase Orders are subject to final acceptance at Pumping Services, Inc., and to all of its standard terms and conditions contained on the reverse side of the initial page of this quote which the purchaser by its acceptance of this quotation constitutes an acceptance.

Respectfully submitted by _____
 Michael A. Cummings Jr

Acceptance of Proposal – The preceding prices, specifications and conditions including those on the reverse side of page on are satisfactory and hereby accepted. You are authorized to proceed.

Signature	Name Print/Type	Official Position Date
-----------	-----------------	------------------------



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

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

September 27, 2024

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

Re: Execute and Expend/NYS DEC/Implementation of City of Kingston Tree Management Plan

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the appropriate committee to discuss approval for the Mayor to execute an agreement and any and all related documents with the NYS Department of Environmental Conservation related to the Forest Management Plan Implementation grant and to expend funds in the first instance for the implementation of its Tree Management Plan.

A draft resolution is included with this communication for your consideration.

Thank you in advance for your consideration. If you have any questions, please contact me at nkikel@kingston-ny.gov or 845-334-3961.

Sincerely,

Natalie Kikel

cc: Steve Noble, John Tuey, Suzanne Cahill, Ruth Ann Devitt-Frank, Elisa Tinti, Brent Knepper

RESOLUTION ____ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT AND ANY AND ALL RELATED DOCUMENTS WITH THE NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION AND EXPEND FUNDS IN THE FIRST INSTANCE FOR THE IMPLEMENTATION OF ITS TREE MANAGEMENT PLAN

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Andrews, Pasti, Schabot, and Tierney

WHEREAS, the City of Kingston has been awarded a Forest Management Plan Implementation grant in the amount of \$732,374.80 from NYS Department of Environmental Conservation for the implementation of its Tree Management Plan; and

WHEREAS, there is no matching funds requirement; 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 NYS Department of Environmental Conservation.

SECTION 2. The Mayor of the City of Kingston is hereby authorized and directed to enter into and execute an agreement and any and all related documents with NYS Department of Environmental Conservation for a Forest Management Plan Implementation grant in the amount of \$732,374.80, and to expend funds in the first instance under the terms of the Tree Management Plan Implementation project.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2024

Approved by the Mayor this ____ day
of _____ 2024

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2024

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

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

DEPARTMENT: <u>Grants Management</u>	DATE: <u>09/27/2024</u>
Description:	
Request for authorization to execute an agreement and any and all related documents with NYS Department of Environmental Conservation and expend funds in the first instance in the amount of \$732,374.80 for implementing the City of Kingston Tree Management Plan. There is no matching requirement.	
Estimated Financial Impact: \$ <u>0</u> Signature _____	

Motion by _____

Seconded by _____

Action Required:

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

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

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

September 27, 2024

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

Re: Expend/ESD Restore NY Communities, Round 6

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the appropriate committee to discuss approval for the Mayor to expend funds in the first instance related to the NYS Empire State Development Restore NY Communities grant program, Round 6.

The City was awarded \$1,500,000 from NYS ESD's Restore NY Communities grant program to support the Center for Photography at Woodstock's transformation of 25 Dederick Street into a photography museum, gallery, educational center, and commercial activities related to the creative economy.

A draft resolution is included with this communication for your consideration.

Thank you in advance for your consideration. If you have any questions, please contact me at nkikel@kingston-ny.gov or 845-334-3961.

Sincerely,

Natalie Kikel

cc: Steve Noble, John Tuey, Ruth Ann Frank, Elisa Tinti

RESOLUTION ___ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE RELATED TO THE NYS EMPIRE STATE DEVELOPMENT RESTORE NY COMMUNITIES GRANT, ROUND 6, AWARDED FOR THE KINGSTON MIDTOWN ARTS HUB PROJECT

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Andrews, Pasti, Schabot, and Tierney

WHEREAS, the City of Kingston was awarded a Restore NY Communities grant from NYS Empire State Development in the amount of \$1,500,000.00 to support Center for Photography at Woodstock’s transformation of 25 Dederick Street into a photography museum, gallery, educational center, and commercial activities related to the creative economy; and

WHEREAS, the Office of Grants Management requests approval to expend funds in the first instance related to the NYS Empire State Development Restore NY Communities grants program, Round 6, in the amount of \$1,500,000.00; and

WHEREAS, the City of Kingston is not responsible for providing matching funds; 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 NYS Empire State Development.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Center for Photography at Woodstock’s Kingston Midtown Arts Hub project.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2024

Approved by the Mayor this _____ day
of _____ 2024

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2024

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

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

DEPARTMENT: <u>Grants Management</u>	DATE: <u>06/28/2024</u>
Description:	
Request for authorization to expend funds in the first instance in the amount of \$1,500,000.00 related to the NYS Empire State Development Restore NY Communities grant program, Round 6. The City is not responsible for providing a match; there is no financial impact.	
Center for Photography at Woodstock is responsible for the required 10% match.	
Estimated Financial Impact: \$ <u>0</u> Signature _____	

Motion by _____

Seconded by _____

Action Required:

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

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

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

September 27, 2024

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

Re: Expend/ESD Restore NY Communities, Round 7

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the appropriate committee to discuss approval for the Mayor to expend funds in the first instance related to the NYS Empire State Development Restore NY Communities grant program, Round 7.

The City was awarded \$1,150,000 from NYS ESD's Restore NY Communities grant program to support CB Developers' rehabilitation and adaptive reuse of 236 Wall Street, a now vacant but former parochial school, into professional offices, event space, and live-work units.

A draft resolution is included with this communication for your consideration.

Thank you in advance for your consideration. If you have any questions, please contact me at nkikel@kingston-ny.gov or 845-334-3961.

Sincerely,

Natalie Kikel

cc: Steve Noble, John Tuey, Ruth Ann Frank, Elisa Tinti

RESOLUTION ___ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE RELATED TO THE NYS EMPIRE STATE DEVELOPMENT RESTORE NY COMMUNITIES GRANT, ROUND 7, AWARDED FOR THE ST. JOSEPH’S LOFTS PROJECT

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Andrews, Pasti, Schabot, and Tierney

WHEREAS, the City of Kingston was awarded a Restore NY Communities grant from NYS Empire State Development in the amount of \$1,150,000.00 for the rehabilitation and adaptive reuse of 236 Wall Street, a now vacant but former parochial school, into professional offices, event space, and live-work units; and

WHEREAS, the Office of Grants Management requests approval to expend funds in the first instance related to the NYS Empire State Development Restore NY Communities grants program, Round 7, in the amount of \$1,150,000.00; and

WHEREAS, the City of Kingston is not responsible for providing matching funds; 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 NYS Empire State Development.

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the St. Joseph’s Lofts project.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2024

Approved by the Mayor this ____ day
of _____ 2024

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2024

**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: <u>Grants Management</u>	DATE: <u>06/28/2024</u>
Description:	
Request for authorization to expend funds in the first instance in the amount of \$1,150,000.00 related to the NYS Empire State Development Restore NY Communities grant program, Round 7. The City is not responsible for providing a match; there is no financial impact.	
CB Developers, LLC is responsible for the required 10% match.	
Estimated Financial Impact: \$ <u>0</u> Signature _____	

Motion by _____

Seconded by _____

Action Required:

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

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F7A

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

Chris Rea, Fire Chief



Steven T. Noble, Mayor

September 26, 2024

Finance Committee

The attached Finance and Audit Committee Report concerns transferring funds from fire department budget and generated income to two accounts that are over drawn. The total transfer totals \$516400.00.

These funds are to cover overages in the Overtime and Retroactive pay accounts.

Any questions, please call me at 845-331-1507 or 845-532-2820.

Respectfully submitted.

Chris Rea

From:

Account#	Account Name	Total Amount	Account#
3410.101	Regular Pay	\$49,000.00	3410.103
3410.102	Longevity	\$4,000.00	3410.124
3410.121	EMT Differential	\$16,000.00	
3410.13	Paramedic Differential	\$23,000.00	
3410.484	Chemicals	\$4,000.00	
3410.487	Construction	\$1,500.00	
3410.834	Uniforms	\$5,900.00	
3410.841	Disability	\$52,000.00	
3410.41589	Other Income	\$11,000.00	
3410.4164	Ambulance fees	\$350,000.00	
Total		\$516,400.00	

To:

Account Name	Total Amount
Overtime	\$462,585.37
Retroactive pay	\$53,814.63

\$516,400.00

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F+A

Mesches, Sue

From: Schultheis, John
Sent: Thursday, September 26, 2024 3:43 PM
To: Shaut, Andrea
Cc: Noble, Steve; Tuey, John; Rea, Chris; Gates, Justin; Scott-Childress, Reynolds; Tinti, Elisa; Mesches, Sue
Subject: Communication for October Finance - Central Fire Station
Attachments: Communication 9-26-24 Central Fire.pdf; Finance and Audit Committee Report 9.4.2024.docx; Resolution-ExpendFunds and Acquire.docx

Hi President Shaut-

Please see attached communication, draft resolution, and committee report related to this project and land acquisition. Please let me know if there are any questions.

Thank you,

John M. Schultheis, P.E.
City Engineer
City of Kingston
Engineering Department
City Hall
420 Broadway
Kingston, New York 12401

m) 845-416-0026 (no texts to this number please)
o) 845-334-3967

jschultheis@kingston-ny.gov

CITY OF KINGSTON

jschultheis@kingston-ny.gov

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



Steven T. Noble, Mayor

September 26, 2024

Andrea Shaut., Alderman-At-Large, President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

RE: Central Fire Station

Dear President Shaut:

We appeared before the Finance and Audit committee in August to introduce this project, which will include acquisition, partial demolition, and re-construction of the building located at 18-30 E. O'Reilly Street to create facility to house the Central Fire Station.

This request is for the Common Council to authorize the Mayor to execute any and all documents as needed to acquire the real property, and to proceed with design of the building upgrades, repairs, or replacement. The estimated cost for the acquisition and design is \$1,250,000.

Please forward this request for discussion and action at the Finance and Audit meeting scheduled for October 9. A committee report is attached. The comptroller would prepare a bond resolution following this meeting.

Respectfully,

A handwritten signature in black ink, appearing to be "J. Schultheis", written over a horizontal line.

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

c.: Mayor Steven T. Noble
Comptroller John Tuey
Chief Chris Rea
Justin Gates, Engineering Technician
Rennie Scott Childress, Chair Finance and Audit
Elisa Tinti, City Clerk



THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
 AUTHORIZATION x _____
 CLAIMS _____

CONTINGENCY TRANSFER _____
 BUDGET MODIFICATION _____
 ZONING _____

TRANSFER x _____
 BONDING REQUEST x _____
 OTHER _____

DEPARTMENT: Engineering

DATE: 10/9/2024

For the planned acquisition of a building located at 18-30 East O'Reilly Street, a resolution authorizing the Mayor to execute all documents for the acquisition, and authorizing the Mayor to execute a contract for design of a fire station on this site.

The design and acquisition are a Type 2 action under SEQRA.

Authorizing a bond resolution for \$1.25 million for these purposes.

Estimated Financial Impact: \$ 1,250,000.00

Signature _____

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:

Type I Action _____

Type II Action x _____

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>
Reynolds Scott-Childress, Ward 3 Chair, Finance and Audit		
Sara Pasti, Ward 1		
Michael Tierney, Ward 2		
Bryant Drew Andrews, Ward 7		
Steven Schabot, Ward 8		

RESOLUTION ___ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO ACQUIRE REAL PROPERTY AND TO EXPEND FUNDS FOR THE CENTRAL FIRE STATION REPLACEMENT PROJECT AND TO EXECUTE ANY AND ALL RELATED DOCUMENTS

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Pasti, Tierney, Andrews and Schabot

WHEREAS, the City of Kingston will acquire the property located at 18-30 East O'Reilly Street for the purposes of establishing a replacement Central Fire Station

WHEREAS, the city will design improvements to the property and buildings on this site

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. The Mayor of the City of Kingston is hereby authorized to execute all needed documents to acquire the real property and to enter into a contract for design of needed improvements, and to expend funds for these purposes.

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2024

Approved by the Mayor this _____ day
of _____ 2024

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2024

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FIA

Mesches, Sue

From: Tuey, John
Sent: Friday, September 27, 2024 10:50 AM
To: Mesches, Sue; Shaut, Andrea
Cc: Jankowski, Matthew; Tinti, Elisa; Knox, Stephan; Tuey, John; Noble, Steve
Subject: Common council Communication
Attachments: Bldg Safety Relevies.pdf

Good morning Andrea,

I would like to add "Building Dept Relevies" as a communication to the Common Council. I kindly ask that this matter be referred to the October Finance Committee meeting.

The total amount of relevies is still being tallied and I will forward the list to you as soon as it's available (in advance of the meeting).

Can you let me know when you will need that list by?

Thanks,
John

John Tuey, CPA
Comptroller
City of Kingston
420 Broadway
Kingston, NY 12401
Comptroller@kingston-ny.gov
P: 845.334.3941
F: 845.334.3944
 Exempt:304236

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FIA

Mesches, Sue

From: Tuey, John
Sent: Thursday, September 26, 2024 3:20 PM
To: Shaut, Andrea; Tinti, Elisa; Mesches, Sue
Cc: Norman, Edward; Lopez, Maureen; Jankowski, Matthew
Subject: DPW Relevies
Attachments: DPW Relevies.pdf; Re-Levy 2025.xlsx

Good afternoon,

Please see attached for communication to the Common Council regarding DPW charges to be relevied on the 2025 City tax bills.

Thanks,
John

John Tuey, CPA
Comptroller
City of Kingston
420 Broadway
Kingston, NY 12401
Comptroller@kingston-ny.gov
P: 845.334.3941
F: 845.334.3944
Exempt:304236

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