

AGENDA FINANCE/AUDIT COMMITTEE
APRIL 14, 2021

1. Lights On- Mayor Noble
2. Broadway & Grand St intersection – J. Schultheis
3. Investment Policy – J. Tuey
4. Purchase of 124-126 Franklin St – M. Gillard, D. Kanter
5. Elemendorf St. Bridge – J. Schultheis
6. Traffic Safety Campaign – K. Wilson
7. Recreation Fee Transfer – L. Timbrouck
8. ALDN Grant – K. Wilson
9. License Plate Readers – E. Tinti
10. SNUG-Alderman Worthington

FIN

Tinti, Elisa

From: Noble, Steve
Sent: Tuesday, March 23, 2021 9:54 AM
To: Alderman
Cc: Tinti, Elisa
Subject: Light's On Kingston Initiative - Finance Communication

Dear President Shaut,

Since January, I have been working with County Executive Pat Ryan and Superintendent of Schools Paul Padalino to create a new program to get our teens off the street on Friday nights. This new program will utilize Kingston High School and serve our youth from 6pm to 10pm each Friday evening (Start date TBD). This new, joint initiative will make sure that our youth have a safe and supervised location to have fun and learn, keeping also in mind our current covid restrictions). The County has requested a \$30,000 dollar commitment from the City for this initiative, which I am supportive of, but is not currently budgeted in the 2021 budget and so a budget modification would be necessary.

Respectfully Submitted,

-Steve

Steven T. Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401
845-334-3902
www.kingston-ny.gov

Operative Plan on Lights On Program

Hours of operation

6pm – 10pm

Administrative Team

The team (Harambee) will work with the County and City to create forms for families to fill out for any participating individual. Every child and parent must fill these forms out. Harambee Admins will handle all documentation and will be the reporting team to respective parties.

Lights On Team

- Supervisors
- Organizations
- Security

Supervisors

Supervisors will have designated areas that they will be assigned to in the building to make sure the area is safe. They will also be a support system to organizations programming.

- Monitoring assigned locations
- Checking in on organization doing programming
- Assign security detail and collect security reports in their respective area
- Assisting young adults as needed

Organizations

Organizations will be responsible for promoting and doing programming in the agreed times of operation and help maintain the safety of all participants

- Creating programming for young students
- Monthly report of services / invoices
- Attend Monthly meetings

Security

Security team will assure safety of the building and surrounding grounds. There will be security stations and some walking and patrolling the halls and checking in classrooms. Security will also create a behavior log to keep tabs on individuals who maybe causing issues within the building.

- Assuring safety in the Building
- Assuring safety around the grounds
- Maintaining behavioral logbooks

- Attending Monthly meetings
- Submitting invoices

Budgeting for Lights On Program

Supervisors

3 Supervisors

\$25 Hr / \$100 a week / 4 Hrs a day / \$400 a Month

\$1200 a month for 3 Supervisors

Programming

10 programs @ \$20 Hr / 4 HRs a day / \$80 a week / 3,200 a month

PLEASE NOTE THAT WE CAN ADJUST THE 10 PROGRAMS INTO LESSOR PROGRAMS FOR THE AMOUNT OF STAFF. MEANING INSTEAD OF HAVING 10 PROGRAMS WE WILL HIRE MORE STAFF TO HELP STAFF A PROGRAM NEEDING MORE THEN ONE PERSON. FOR EXAMPLE, IN THE GYM OR BASKETBALL PROGRAM WE ARE LOOKING TO HIRE 4 INDIVIDUALS TO CREATE AND MONITOR THIS PROGRAM SO WE WOULD BE PAYING 4 PEOPLE AT \$20 HR

Security

\$85 a week per person / 4 Weeks /

10 Security @ 17 Hr / 5 Hrs a day / \$3400 a month

Total - \$7,800 a Month X 12 months = \$93,600

Lights On Programing

Arts craft	Social Club (Girls, Boys, LGBTQ+, Parents)
Sporting	Farm project
Dance	Business Club
Stepping	Drumming
Music	Gaming

FIN

Tinti, Elisa

From: Shaut, Andrea
Sent: Sunday, April 04, 2021 7:46 PM
To: Tinti, Elisa
Subject: RE: Finance request

Thanks, Elisa. Can you include this on April's Finance meeting?

Andrea

From: Tinti, Elisa
Sent: Saturday, April 3, 2021 1:03 PM
To: Shaut, Andrea <ashaut@kingston-ny.gov>
Subject: Fwd: Finance request

Sent from my iPhone

Begin forwarded message:

From: "Hirsch, Michele" <mhirsch@kingston-ny.gov>
Date: April 2, 2021 at 3:07:21 PM EDT
To: "Tinti, Egidio" <etinti@kingston-ny.gov>, "Shaut, Andrea" <ashaut@kingston-ny.gov>
Cc: "Tinti, Elisa" <emtinti@kingston-ny.gov>, "Tuey, John" <jtuey@kingston-ny.gov>, "Noble, Steve" <SNoble@kingston-ny.gov>, "Bonse, Michael" <mbonse@kingston-ny.gov>
Subject: Re: Finance request

This appears to have arrived at the wrong email address. I've added President Shaut to this reply.

Thank you!

With kind regards,

Michele Hirsch
Alderwoman, Ward 9

On Apr 1, 2021, at 2:08 PM, Tinti, Egidio <etinti@kingston-ny.gov> wrote:

Council President Shaut,

Please find attached a communication for finance regarding a transfer of funds from contingency for the purchase of License plate readers.

This was approved by resolution 191 of 2020 but we were not able to secure a purchase order before the end of the calendar year.

Please contact me should 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

<LPR transfer request 2021.pdf>

F+A

Tinti, Elisa

From: Krupp, Gregory
Sent: Wednesday, March 31, 2021 6:20 PM
To: Tinti, Elisa
Cc: Schultheis, John; Wilson, Kristen; Tuey, John
Subject: Broadway Grand Communication to Council for Additional Bonding
Attachments: 2021-4-1 Broadway Grand Bond Request Addtl.docx; DRAFT Resolution Broadway & Grand Construction - Bond Authorization Addt....docx; Committee Report - Broadway Grand \$325,000 Bond Request.docx

Hi Elisa,

As we spoke earlier today, I'm submitting this communication to Council on behalf of John for Broadway Grand. I just want to verify that based on Council's schedule, this would be referred to the April 14th Finance & Audit Committee, and the May 4th Common Council meeting if passed through committee.

Let me know if you have any questions on the materials I'm submitting here, but I believe everything is in order.

Thanks,
Greg Krupp
Engineering Technician
City of Kingston
420 Broadway
Kingston, New York 12401
o) 845-334-3966
m) 845-418-9634

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

John Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

April 1, 2021

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

Re: Additional Bonding for the Broadway & Grand Intersection Improvement Project

Dear President Shaut,

This project was previously authorized by Council resolutions in 2020. Following those authorizations, we proceeded to final design and bidding. Four bids were received on March 30. The apparent low bidder is A. Colarusso & Son, Inc. with a bid in the amount of \$1,279,298.00. We are confident that the public bidding process has produced competitive pricing for this project.

Funding for this project consists of a combination of City bonding and grant funds. The funding allowed for a construction budget of up to \$977,000.00, as had been supported by earlier engineer's estimates. However, based on the apparent low bid being above this amount, we are now requesting additional bonding authorization in the amount of \$325,000.00.

Approval of this funding by the Council will allow us to construct the best terminus for the Broadway Streetscape Project, implement a signalization plan that will improve traffic flow for the entire corridor, and create the foundation for a meaningful public space in Midtown. Further it will enhance safety for all users at this intersection.

In order to award and construct this project this year, we are requesting you refer this to the next available Finance and Audit Committee and approval of the additional funding by the Full Council at the soonest opportunity. A delay would put the bid price and construction schedule at risk. Thank you for your consideration.

Sincerely,

John M. Schultheis

RESOLUTION ___ of 2021

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE ADOPTION OF A BOND ORDINANCE FOR THE SUM OF \$325,000 FOR THE BROADWAY & GRAND INTERSECTION IMPROVEMENTS PROJECT CONSTRUCTION AND CONSTRUCTION INSPECTION COSTS

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Tallerman, Davis, Schabot, Hirsch

WHEREAS, a request for bonding is being made in the sum of \$325,000 for the Broadway & Grand Intersection Improvements Project construction and construction inspection costs.

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 authorizes an amount of \$325,000 be provided through General Municipal bonding for the Broadway & Grand Intersection Improvements Project construction and construction inspection costs.

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2021

Approved by the Mayor this _____ day
of _____ 2021

Elisa Tinti, City Clerk


Steven T. Noble, Mayor

Adopted by Council on _____, 2021

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: <u>Engineering</u>	DATE: <u>04/14/21</u>
<p>Description:</p> <p>RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE ADOPTION OF A BOND ORDINANCE FOR THE SUM OF \$325,000 FOR THE BROADWAY & GRAND INTERSECTION IMPROVEMENTS PROJECT CONSTRUCTION AND CONSTRUCTION INSPECTION COSTS</p> <div style="text-align: right; margin-right: 100px;">  </div> <p>Estimated Financial Impact: \$325,000 Signature _____</p>	

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, Chairman		
Don Tallerman, Ward 5		
Anthony Davis, Ward 6		
Michele, Hirsch, Ward 9		
Steven Schabot, Ward 8		

F+A

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

John Tucey, Comptroller



Steven T. Noble, Mayor

March 30, 2021

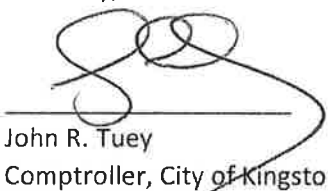
Alderman at Large Andrea Shaut
City of Kingston Common Council
420 Broadway
Kingston, NY 12401

RE: City of Kingston Investment Policy

Dear Alderman at Large Shaut,

In order to facilitate my ability to handle the ongoing investment needs of the City, I've attached an updated Investment Policy for the Common Council's consideration and approval. The only changes from the previous version are depository investment limits and the removal of one financial institution which the City has not banked with in a number of years. Thank in you advance.

Sincerely,


John R. Tucey
Comptroller, City of Kingston

cc: Mayor Steven T. Noble

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: <u>Comptroller</u>	DATE: <u>3/30/2021</u>
Description: Request approval of the revised City of Kingston Investment Policy as per attached.	
Estimated Financial Impact: \$N/A	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	<input type="checkbox"/>	<input type="checkbox"/>
Don Tallerman, Ward 5	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Davis, Ward 6	<input type="checkbox"/>	<input type="checkbox"/>
Michele Hirsch, Ward 9	<input type="checkbox"/>	<input type="checkbox"/>
Steven Schabot, Ward 8	<input type="checkbox"/>	<input type="checkbox"/>

City of Kingston

Investment Policy

I. Scope

This investment policy applies to all moneys and other financial resources available for investment by the *City of Kingston* on its own behalf or on behalf of any other entity or individual. This policy does not apply to funds maintained by the City's Water Department.

II. Objectives

The primary objectives of the *City of Kingston's* investment activities are, in priority order:

- **Legal:** to conform with all applicable federal, state and other legal Requirements;
- **Safety:** to adequately safeguard principal;
- **Liquidity:** to provide sufficient liquidity to meet all operating requirements;
- **Yield:** to obtain a reasonable rate of return.

III. Delegation of Authority

The Common Council's responsibility for administration of the investment program is delegated to the City Comptroller who shall establish written procedures for the operation of the investment program consistent with these investment policies. Such procedures shall include internal controls to provide a satisfactory level of accountability based upon records incorporating the description and amounts of investments, the fund(s) for which they are held, the place(s) where kept, and other relevant information, including dates of sale or other dispositions and amounts realized. In addition, the internal control procedures shall describe the responsibilities and levels of authority for key individuals involved in the investment program.

IV. Prudence

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the *City of Kingston* to govern effectively.

Investments shall be made with prudence, diligence, skill, judgment, and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. Diversification

It is the policy of the *City of Kingston* to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

The Common Council shall establish appropriate limits for the amount of investments which can be made with each financial institution or dealer, and shall evaluate this listing at least annually.

VI. Internal Controls

It is the policy of the *City of Kingston* for all moneys collected by any officer or employee of the government to transfer those funds to the City Comptroller within two days of deposit, or within the time period specified in the law, whichever is shorter.

The City Comptroller is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management’s authorization, properly recorded, and are managed in compliance with applicable laws and regulations.

VII. Designation of Depositories

The banks and trust companies authorized for the deposit of moneys, and the maximum amount which may be kept on deposit at any time, are:

<u>Depository Name</u>	<u>Maximum Amount</u>
M&T Bank	\$35,000,000
New York Liquid Asset Fund	\$25,000,000
NYCLASS	\$25,000,000
Bank of Greene County	\$10,000,000
JP Morgan Chase Bank	\$10,000,000
TD Bank	\$10,000,000
Catskill Hudson Bank	\$10,000,000

VIII. Securing Deposits and Investments

All deposits and investments at a bank or trust company, including all demand deposits, certificates of deposit and special time deposits (hereinafter, collectively, “deposits”) made by officers of the *City of Kingston* that are in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by any one or combination of the following:

1. A pledge of “eligible securities” with an aggregate “market value” (as provided

by General Municipal Law, §10) that is at least equal to the aggregate amount of deposits by the officers. See Appendix A of this policy for a listing of “eligible securities.”

2. A pledge of a pro rata portion of a pool of eligible securities, having in the aggregate a market value at least equal to the aggregate amount of deposits from all such officers within the State at the bank or trust company.
3. An “eligible surety bond” payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed-upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims- paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.
4. An “eligible letter of credit”, payable to the *City of Kingston* as security for the payment of 140 percent of the aggregate amount of deposits and the agreed-upon interest, if any. An “eligible letter of credit” shall be an irrevocable letter of credit issued in favor of the *City of Kingston*, for a term not to exceed 90 days, by a qualified bank (other than the bank where the secured money is deposited). A qualified bank is either one whose commercial paper and other unsecured short-term debt obligations (or, in the case of a bank which is the principal subsidiary of a holding company, whose holding company’s commercial paper and other unsecured short-term debt obligations) are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization, or one that is in compliance with applicable federal minimum risk-based capital requirements.
5. An “irrevocable letter of credit” issued in favor of the government by a federal home loan bank whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, as security for the payment of 100 percent of the aggregate amount of deposits and the agreed-upon interest, if any.

IX. Collateralization and Safekeeping

Eligible securities used for collateralizing deposits shall be held by a third party or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities (or the pro rata portion of a pool of eligible securities) are being pledged to secure deposits together with agreed-upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon a default. It shall also provide the conditions under which the securities (or pro rata portion of a pool of eligible securities) may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities.

In the event that the securities are not registered or inscribed in the name of the *City of Kingston*, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the *City of Kingston* or the custodial bank or trust company. Whenever eligible securities delivered to the custodial bank or trust company are transferred by entries on the books of a federal reserve bank or other book-entry system operated by a federally regulated entity without physical delivery of the evidence of the obligations, then the records of the custodial bank or trust company shall be required to show, at all times, the interest of the government in the securities (or the pro rata portion of a pool of eligible securities) as set forth in the security agreement.

The custodial agreement shall provide that pledged securities (or the pro rata portion of a pool of eligible securities) will be held by the bank or trust company as agent of, and custodian for, the *City of Kingston*, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt, substitution or release of the collateral and it shall provide for the frequency of revaluation of collateral by the custodial bank or trust company and for the substitution of collateral when a change in the rating of a security causes ineligibility. The security and custodial agreements shall also include all other provisions necessary to provide the *City of Kingston* with a perfected security interest in the eligible securities and to otherwise secure the local government's interest in the collateral, and may contain other provisions that the Common Council deems necessary.

X. Permitted Investments

As authorized by General Municipal Law, §11, the *City of Kingston* authorizes the City Comptroller to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts in, or certificates of deposit issued by, a bank or trust company located and authorized to do business in the State of New York.
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America, where the payment of principal and interest are guaranteed by the United States of America.
- Obligations of the State of New York;
- With the approval of the State Comptroller, obligations issued pursuant to Local Finance Law §24.00 or 25.00 (i.e, Tax Anticipation Notes and Revenue Anticipation Notes) by any municipality, school district or district corporation in the State of New York other than the *City of Kingston*.
- Obligations of the *City of Kingston*, but only with moneys in a reserve fund established pursuant to General Municipal Law, §6-c, 6-d, 6-e, 6-f, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.
- Repurchase Agreements in accordance with the investment guidelines as defined in Exhibit A of the New York Liquid Asset Fund Municipal Cooperation Agreement.

All investment obligations shall be payable or redeemable at the option of the *City of Kingston* within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the *City of Kingston* within two years of the date of purchase. Time deposit accounts and certificates of deposit shall be payable within such times as the proceeds will be needed to meet expenditures for which the moneys were obtained, and shall be secured as provided in Sections VIII and IX herein.

Except as may otherwise be provided in a contract with bondholders or noteholders, any moneys of the *City of Kingston* authorized to be invested may be commingled for investment purposes, provided that any investment of commingled moneys shall be payable or redeemable at the option of the *City of Kingston* within such time as the proceeds shall be needed to meet expenditures for which such moneys were obtained, or as otherwise specifically provided in General Municipal Law §11. The separate identity of the sources of these funds shall be maintained at all times and income received shall be credited on a pro rata basis to the fund or account from which the moneys were invested.

Any obligation that provides for the adjustment of its interest rate on set dates is deemed to be payable or redeemable on the date on which the principal amount can be recovered through demand by the holder.

XI. Authorized Financial Institutions and Dealers

All financial institutions and dealers with which the *City of Kingston* conducts business shall be credit worthy, and have an appropriate level of experience, capitalization, size, and other factors that make the financial institution or the dealer capable and qualified to transact business with the *City of Kingston*. The City Comptroller shall evaluate the financial position and maintain a listing of proposed depositories, trading partners, and custodians. Recent Reports of Condition and Income (call reports) shall be obtained for proposed banks, and security dealers that are not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers.

The *City of Kingston* shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments, which can be made with each financial institution or dealer.

XII. Purchase of Investments

The City Comptroller is authorized to contract for the purchase of investments:

1. Directly from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5-G of the General Municipal Law and accordance with Article 3-A of the General Municipal Law.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the *City of Kingston* by the bank or trust company.

Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, §10(3)(a). The agreement shall provide that securities held by the bank or trust company, as agent of, and custodian for, the *City of Kingston*, will be kept separate and apart from the general assets of the custodial bank or trust company and will not be commingled with or become part of the backing of any other deposit or other bank liability. The agreement shall also describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to secure the local government's interest in the securities, and the agreement may also contain other provisions that the Common Council deems necessary. The security and custodial agreements shall also include all other provisions necessary to provide the *City of Kingston* with a perfected interest in the securities.

The City Comptroller can direct the bank or trust company to register and hold the evidences of investments in the name of its nominee, or may deposit or authorize the bank or trust company to deposit, or arrange for their deposit with a federal reserve bank or other book-entry system operated by a federally regulated entity. The records of the bank or trust company shall show, at all times, the ownership of such evidences of investments, and they shall be, when held in the possession of the bank or trust company, at all times, kept separate from the assets of the bank or trust company. All evidences of investments delivered to a bank or trust company shall be held by the bank or trust company pursuant to a written custodial agreement as set forth in General Municipal Law §10(3)(a), and as described earlier in this section. When any such evidences of investments are so registered in the name of a nominee, the bank or trust company shall be absolutely liable for any loss occasioned by the acts of such nominee with respect to such evidences of investments.

XIII. Courier Service

The City Comptroller may, subject to the approval of the Common Council by resolution, enter into a contract with a courier service for the purpose of causing the deposit of public funds with a bank or trust company. The courier service shall be required to obtain a surety bond for the full amount entrusted to the courier, payable to the *City of Kingston* and executed by an insurance company authorized to do business in the State of New York, with a claims-paying ability that is rated in the highest rating category by at least two nationally recognized statistical rating organizations, to insure against any loss of public deposits entrusted to the courier service for deposit or failure to deposit the full amount entrusted to the courier service.

The *City of Kingston* may agree with the depository bank or trust company that the bank or trust company will reimburse all or part of, but not more than, the actual cost incurred by the *City of Kingston* in transporting items for deposit through a courier service. Any such reimbursement

agreement shall apply only to a specified deposit transaction, and may be subject to such terms, conditions, and limitations as the bank or trust company deems necessary to ensure sound banking practices, including, but not limited to, any terms, conditions, or limitations that may be required by the banking department or other federal or state authority.

XIV. Annual Review and Amendments

The *City of Kingston* shall review this investment policy annually, and it shall have the power to amend this policy at any time.

XV. Definitions

The terms “public funds”, “public deposits”, “bank”, “trust company”, “eligible securities”, “eligible surety bond”, and “eligible letter of credit” shall have the same meanings as set forth in General Municipal Law §10.

Appendix A
Schedule of Eligible Securities for Collateralizing Deposits and Investments in
Excess of FDIC Coverage

<u>“Eligible Securities” for Collateral</u>
(i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government-sponsored corporation.
(ii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market value of the obligation that represents the amount of the insurance or guaranty.
(iii) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of this State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.
(iv) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.
(v) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
(vi) Obligations of the Commonwealth of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
(vii) Obligations of counties, cities and other governmental entities of another state having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.
(ix) Any mortgage-related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by federal bank regulatory agencies.
(x) Commercial paper and bankers’ acceptances issued by a bank (other than the bank with which the money is being deposited or invested) rated in the highest short-term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.
(xi) Zero-coupon obligations of the United States government marketed as “Treasury STRIPS.”

(xii) An eligible surety bond, as defined in Section 10 of the GML, payable to the extent of 100% of the Permitted Investment.
(xiii) An eligible letter of credit, as defined in Section 10 of the GML, payable to the extent of 140% of the Permitted Investment.
(xiv) An irrevocable letter of credit issues by a Federal Home Loan Bank (FHLB) whose commercial paper and other unsecured short-term debt obligations are rated in the highest rating category by at least one nationally recognized statistical rating organization, accept such letter of credit payable to such local government as security for the payment of one hundred percent (100%) of the aggregate amount and the agreed upon interest, if any.

For the purpose of determining Market Values of the eligible securities set forth in this Appendix A (a) obligations described in clauses (i), (ii), (iii), (iv) and (xiv) shall be valued at 100% of their Market Value, (b) obligations described in clauses (v), (vi) and (vii) if rated in the highest category shall be valued at 100% of their market value, if rated in the second highest category shall be valued at 90% of their Market Value, and if rated in the third highest category shall be valued at 80% of their Market Value; (c) obligations described in clauses (viii), (x) and (xi) shall be valued at 80% of their Market Value; and (d) obligations described in clause (ix) shall be valued at 70% of their Market Value.

F+A

Tinti, Elisa

From: Mike Gilliard <mike@kingstoncitylandbank.org>
Sent: Tuesday, March 30, 2021 8:34 AM
To: Shaut, Andrea
Cc: Alderman; Daniel Kanter
Subject: [EXTERNAL EMAIL] KCLB: request to place item on Finance Committee agenda
Attachments: RESOLUTION_172_of_2018.pdf

Good Morning President Shaut and Council Members,

We hope this finds you well. I am sending this message on behalf of KCLB Board Chair Daniel Kanter, cc'd here.

We respectfully request you place the following item on the next Finance Committee agenda:

- purchase by the Kingston City Land Bank of 124-126 Franklin Street, Kingston, NY 12401 (SBL 56.108-3-4) from the City of Kingston for \$19,398.71

For your information, we are ready, willing and able to purchase and redevelop this property immediately. This would be our 5th and final property in our current PILOT program to redevelop affordable homes for first-time purchasers.

Please note this property was not included in the list of properties in Council Resolution 172 (2018), attached. The property was originally slated to become the office of the KCLB and we now feel the highest and best use of this property is to become an affordable home for current and future Kingston residents.

Thank you for your consideration of this request.

Sincerely and In Partnership,

Mike

Mike Gilliard
Executive Director | Kingston City Land Bank (KCLB)
17 Hoffman Street | Kingston, NY 12401 | KCLB.org
C: 845-514-4908
WORK WITH US: [OPEN RFQ](#) | SUPPORT US: [DONATE](#)

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

RESOLUTION 172 of 2018

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE TRANSFER OF SURPLUS PROPERTIES TO THE KINGSTON CITY LAND BANK FOR REHABILITATION, REDEVELOPMENT AND DISPOSITION AND RECOMMENDING A NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE

Sponsored By: Finance & Economic Development Committee
Aldermen: Koop, Scott-Childress, Davis, O'Reilly, Schabot

WHEREAS, the New York State Land Bank Program, signed into law in July 2011, permits municipalities to apply for and create land banks in their communities; and

WHEREAS, the City of Kingston began working toward establishment of a Land Bank in 2015; and

WHEREAS, the City of Kingston Land Bank was approved by the Empire State Development Board on March 29, 2018; and

WHEREAS, Land banks are not-for-profit corporations created to take control of, and redevelop, vacant or abandoned properties to better serve the public interest.

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

SECTION 1. That ownership of the attached list of surplus properties shall be transferred to the Kingston City Land Bank for rehabilitation/redevelopment and disposition

SECTION 2. That the Mayor is hereby authorized to sign any and all documents, including a quitclaim deed, conveying all of the City of Kingston's interest in the properties to the Kingston City Land Bank

SECTION 3. That a negative declaration of environmental significance is recommended.

SECTION 4. This resolution shall take effect immediately.

Submitted to the Mayor this 3rd

day of October 2018.



CARLY WINNIE, CITY CLERK

Approved by the Mayor this 3rd

day of October 2018.



STEVEN T. NOBLE, MAYOR

Approved by Council October 2, 2018

<u>Street #</u>	<u>Street</u>	<u>Sec/Blk/Lot</u>	<u>Balance as of</u> <u>Mar 31, 2018</u>	<u>Prop. Type</u>
28	Abbey	48.82-4-37	\$22,019.83	2 Fam Res
38	Chapel	56.49-4-5	\$48,972.29	1 Fam Res
111	Downs	48.333-4-15	\$15,781.85	2 Fam Res
237	East Union	56.36-3-12	\$24,609.32	1 Fam Res
168	Fairview	48.312-5-10	\$35,514.97	1 Fam Res
63	German	56.42-14-17	\$10,711.39	1 Fam Res
69	Gill	56.36-3-3	\$18,265.54	1 Fam Res
149	Greenkill	56.108-5-27	\$23,709.67	1 Fam Res
24	Hamilton	56.57-1-14	\$15,001.12	1 Fam Res
174	Hasbrouck	56.35-5-9	\$23,695.48	1 Fam Res
169	Hurley	48.70-1-22	\$41,157.98	1 Fam Res
248	Main	56.106-1-21	\$46,702.57	1 Fam Res
177	Murray	56.35-8-12	\$13,383.12	1 Fam Res
46	North	56.36-1-32	\$14,423.14	1 Fam Res
50	North	56.36-1-33	\$24,646.50	1 Fam Res
38	Post	56.43-4-38-130	\$22,315.17	Other Storage
	Rodney	56.49-4-10-110	\$17,606.69	1 Fam Res
29	Rogers	56.35-1-11	\$21,394.84	1 Fam Res
20	Stephan	48.82-3-32	\$27,626.20	1 Fam Res
64	Van Buren	56.109-1-4	\$16,722.66	1 Fam Res
	Catskill Terrace	48.82-7-35	\$1,122.17	Vacant Res
68-70	Elm	56.27-6-36	\$3,540.09	Vacant Res
72-76	Elm	56.27-6-37	\$3,552.33	Vacant Res
Head of	Elm	56.27-6-41	\$5,662.21	Vacant Res
514-520	First	48.16-5-11	\$8,801.17	Vacant Res
522-528	First	48.16-5-10	\$10,952.48	Vacant Res
72	Garden	56.26-7-52	\$64,772.34	Vacant Com
240-256R	Hurley	48.78-1-4	\$20,164.97	Vacant Res
197-225	North	48.84-1-2	\$142,814.19	Vacant Com
73-75	Prospect	56.108-4-20.200	\$14,749.48	Vacant Res
2 to 20	Purvis	56.57-1-4	\$545.51	Vacant Res
151	Third	48.83-7-35	\$16,388.97	Vacant Res
488	Hasbrouck	56.26-8-46	\$69,913.42	1 Fam Res
46	Grand	56.26-8-47	\$118,480.73	Bar
52	Grand	56.26-8-48	\$70,386.99	1 Fam Res
250-256R	Third	48.83-6-10	\$12,113.83	Vacant Res
			<u>\$1,048,221.21</u>	

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT Economic & Community Development DATE 9/18/2018

Description: Resolution authorizing the transfer of surplus properties to the Kingston City Land Bank for rehabilitation/redevelopment and disposition. *no attached*

Estimated Financial Impact +\$1,048,221.21 Signature *Bruce Kalin*

Motion by *FOR*

Seconded by *AD*

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>
<i>DAKoop</i> Douglas Koop, Chairman	✓	
<i>Reynolds Scott-Childress</i> Reynolds Scott-Childress Ward 3	✓	
<i>Anthony Davis</i> Anthony Davis, Ward 6	✓	
<i>Patrick O'Reilly</i> Patrick O'Reilly, Ward 7	✓	
<i>Steven Schabot</i> Steven Schabot, Ward 8		

City of Kingston, New York Common Council
Honorable James Noble, Presiding

1/01/18 -12/31/19

Roll Call

Committee Finance/ ED

Date October 2, 2018

Resolution Title: *Resolution #172 of 2018 Authorizing the transfer of Surplus Properties to the Kingston City Land Bank for rehabilitation, redevelopment and disposition and recommending a negative declaration of environmental significance*

Offered By: Alderman _____

Seconded By: Alderman _____

Record of Vote

<u>Alderman</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Reason</u>
1. Jeffrey Ventura Morell (D)				
2. Douglas Koop (D)				
3. Reynolds Scott-Childress (D)				
4. Rita Worthington (D)				
5. William Carey (D)				
6. Tony Davis (D)				
7. Patrick O'Reilly (D)				
8. Steven Schabot (D)				
9. Andrea Shaut (D)				

Totals: Carried 9 Defeated 0

Carly Winnie, City Clerk

F+A

Tinti, Elisa

From: Schultheis, John
Sent: Friday, March 26, 2021 5:18 PM
To: Shaut, Andrea
Cc: Tinti, Elisa; Noble, Steve; Norman, Edward
Subject: Elmendorf Street Bridge
Attachments: Communication 3-26-21 \$725k and construction authorization.pdf

Hello President Shaut-

Please accept this communication for the next available regular meeting of the Finance and Audit Committee, which I believe would be in April.

I will draft the resolution and committee report prior to the meeting.

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

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



Steven T. Noble, Mayor

March 26, 2021

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

RE: Elmendorf Street Bridge over rail trail

Dear President Shaut:

Following the Council's authorization of design costs in September 2020, we have completed design of this bridge rehabilitation and will soon be ready to bid and construct the project. The project construction could then proceed with construction complete by September 2021.

An estimated budget is as follows:

Design:	\$55,000
Construction:	\$670,000
Construction Admin / Inspect	\$75,000
Total Estimated Project Cost	\$800,000

Bond Funding of \$75,000 was previously authorized (resolution 141 of 2020). The remaining \$725,000 is now requested by bonding to be able to advance the project to construction. Please refer this request to an upcoming meeting of the Finance and Audit Committee.

I plan to attend the meeting of the finance and audit committee so that I may answer any questions.

Respectfully,

John M. Schultheis, P.E.
City Engineer

Cc: Steve Noble, Mayor
Ed Norman, Superintendent, DPW

F+A

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

Kristen E. Wilson, Director



Steven T. Noble, Mayor

February 26, 2021

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

Re: Request for Funds for a Traffic Safety Campaign

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the appropriate committee to discuss funding a City-branded Traffic Safety Campaign. The campaign would initially be developed for the opening of the Broadway Streetscape Project, and then the branding, logos, and content developed would be available for use in campaign outreach and communications for other street projects coming online and being constructed. (Henry Street, Uptown Transportation Improvements, Flatbush & Foxhall, Franklin Street).

The purpose of the initial campaign would be 1) to target the audiences of vehicle drivers, bicyclists, pedestrians, elected officials, and emergency service providers with messages that explain the change in traffic patterns on Broadway and how to properly use the infrastructure, and 2) to raise awareness of traffic laws that ensure the safety of everyone. When a new traffic pattern is introduced, as it will be on Broadway, there is typically an adjustment period for travelers when perhaps more crashes could occur until the community adapts to the changes. The end goal would be to inspire behavior change that will result in a safer traveling environment for all and to prevent crashes.

When researching marketing costs and discussing the project with people in the marketing field, my Office discovered that marketing costs can have a big range. In essence, the more tasks you assign to a firm, the less they may charge. We have drafted a scope of work that includes writing the campaign plan, developing the logo, brand, copywriting, creating a homepage for the campaign on EngageKingston.com, radio spots, instructional and educational videos, and ad spend for social media. We estimate that we could implement this scope for a minimum of \$35,000. The initial campaign would run starting one month before Broadway opens and then for up to two months after Broadway opens.

We are requesting that the Common Council consider utilizing contingency funds for the campaign at a minimum of \$35,000. During the meeting I can share more about the quotes and numbers I gathered if the Council would be interested in allocating more to this effort.

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

Kristen E. Wilson, Director



Steven T. Noble, Mayor

You can visit these websites to see how some other communities in New York State have created traffic safety campaigns.

<https://www1.nyc.gov/html/dot/html/about/campaigns.shtml>

<https://www.cdtempo.org/page/57-whatwedo/pedestrian/61-cap-coexist>

<https://drive2bbetter.org/>

I hope that Council members will seriously consider this proposal as the effort could prevent injury and save lives, communicate the benefits of our investment in the Broadway project, and create a safer and more respectful experience for the traveling public. This relatively small investment by the City can have a lasting impact on traffic safety and awareness for many years to come.

Thank you for your consideration.

Sincerely,

Kristen Wilson

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: <u>Grants Management</u>	DATE: <u>3/10/2021</u>
Description: Transfer \$ 35,000 of funds into the Grants Management account for a traffic safety campaign consultant	
From: Contingency –A11990.14.5404: \$35,000	
To: Grants Management Consultant – A16990.11.5411	
Estimated Financial Impact: \$35,000	Signature _____

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:
Type I Action _____
Type II Action _____
Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott Childress, Ward 3, Chairman		
Don Tallerman, Ward 5		
Anthony Davis, Ward 6		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

F+A

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

Steven T. Noble, Mayor



Lynsey Timbrouck, Director

March 29, 2021

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

Re: Recreation Fee Reserve Budget Transfer

Dear President Shaut,

This is a request for placement on the agenda of the next appropriate Committee, expected to be the Finance and Audit Committee, to discuss a request for budget transfer for Parks Capital Improvement Projects.

Resolution 119 of 2020 authorized the Mayor to expend up to \$264,500 from the Recreation Trust Fund (read: Recreation Fee Reserve) for Parks and Recreation Capital Projects. Resolution 181 of 2020 further permitted the budget transfer of the modified amount of \$148,322 from the Recreation Fee Reserve to the Parks Construction Materials and Supplies line. This allocation permitted completion of the following projects:

- Hasbrouck Park Pavilion
- Hutton Park Pavilion
- Loughran Park playground equipment and repairs
- Skate Park phase 1 construction
- Rickel Knox Memorial Park Improvements
- WIFI and Security Cameras in city parks
- Fence removal at Barmann Park

Due to numerous factors, this 2020 Recreation Fee Reserve allocation concluded the year under budget; some projects were determined to be eligible for CDBG funding, some projects came in under budget, some projects were not able to advance.

Of the originally allocated \$148,322, a total of \$81,033.92 was expended in 2020, and thus \$67,288.08 remains from the 2020 allocation.

This request, is for the budget transfer of \$67,288.08 of unspent allocated monies from A1-388905 Rec Fee Reserve to A1 7110.13.5302 for use in construction of the Kingston Point Park Playground.

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

Steven T. Noble, Mayor



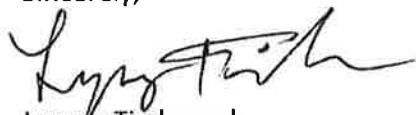
Lynsey Timbrouck, Director

In Resolution 11 of 2021, the Common Council approved the amendment and reallocation of CDBG Action Plan funding from previous multiple years of CDBG unspent monies in the amount of \$120,000, \$70,000 of which was allocated for a playground at Kingston Point Park. In Resolution 42 of 2021, the Council approved expending the funds in the first instance for said project.

However, due to numerous constraints, the Department is unable to advance the Kingston Point Park Playground project using CDBG funding and thus is requesting use of this remaining allocation of Rec Fee Reserve to fund the playground.

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

Sincerely,



Lynsey Timbrouck

Recreation Director

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____ AUTHORIZATION <u>\$62,478.</u> CLAIMS _____	CONTINGENCY TRANSFER _____ BUDGET MODIFICATION <u>X</u> ZONING _____	TRANSFER <u>X</u> BONDING REQUEST _____ OTHER _____

DEPARTMENT: <u>Parks and Recreat</u>	DATE: <u>3/29/2021</u>
Description:	
Transfer of \$62,478.73 of unspent allocated Rec Fee Reserve funds for use in the construction of Kingston Point Park Playground.	
From A1-388905	Rec Fee Reserve \$67,288.08
To A1 7110.13.5302	Constructions Materials & Supplies \$67,288.08
Estimated Financial Impact: \$0	Signature <u>Lynsey Timbrouck</u>

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:
Type I Action _____
Type II Action _____
Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott Childress, Ward 3, Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Don Tallerman, Ward 5	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Davis, Ward 6	<input type="checkbox"/>	<input type="checkbox"/>
Michele Hirsch, Ward 9	<input type="checkbox"/>	<input type="checkbox"/>
Steven Schabot, Ward 8	<input type="checkbox"/>	<input type="checkbox"/>

F1A

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

Kristen E. Wilson, Director



Steven T. Noble, Mayor

March 31, 2021

Andrea Shaut, Alderman-at-Large
President of the Common Council
City Hall, 420 Broadway
Kingston, NY 12401

Re: Resolution to Expend Funds for Anti-displacement Strategies in Kingston

Dear President Shaut,

The Office of Grants Management requests placement on the Finance Committee agenda in April to discuss a resolution needed to expend funds for implementation of anti-displacement strategies in the City of Kingston. This important project is funded with a \$1,000,000 grant the City won from Enterprise Community Partners.

The purpose of the project is to further develop and implement strategies to prevent homelessness and displacement of residents due to housing shortages and rising costs. Strategies were identified during a series of workshops that were part of Enterprise Community Partner's Anti-Displacement Learning Network (ADLN) Phase 1 Program in 2020. In late 2020, Enterprise awarded the City of Kingston the \$1 million grant to further develop and begin implementing its strategies. A fact sheet outlining additional details is attached.

A draft resolution and committee report are also included with this communication.

Thank you for your consideration.

Sincerely,

Kristen Wilson

Digitally signed by Kristen Wilson
DN: cn=Kristen Wilson, o=City of Kingston, ou=Office of
Grants Management, email=kwilson@kingston-ny.gov, c=US
Date: 2021.04.01 09:23:36 -04'00'

Kristen E. Wilson
Director

RESOLUTION ___ of 2021

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE FOR ADLN GRANT #21SG2064 FROM ENTERPRISE COMMUNITY PARTNERS, INC. FOR IMPLEMENTATION OF ANTI-DISPLACEMENT STRATEGIES IN THE CITY OF KINGSTON.

Sponsored by: Finance and Audit Committee Aldermen: Scott-Childress, Davis, Hirsch, Schabot and Tallerman

WHEREAS, the City of Kingston has been awarded ADLN Grant #21SG2064 in the amount of \$1,000,000 from Enterprise Community Partners for Implementation of Anti-displacement Strategies in Kingston and;

WHEREAS, there are no matching funding requirements; and

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

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

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

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

SECTION 2. The Mayor of the City of Kingston is hereby authorized to expend funds in the first instance under the terms of the Implementation of Anti-displacement Strategies Contract #21SG2064.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2021

Approved by the Mayor this ____ day
of _____ 2021

Carly Williams, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2017



About City of Kingston Anti-Displacement Strategies

Prepared 3.4.21

Purpose: To further develop and implement strategies to prevent homelessness and displacement of residents due to housing shortages and rising costs. Strategies were identified during a series of workshops that were part of Enterprise Community Partner's Anti-Displacement Learning Network (ADLN) Phase 1 Program in 2020. In late 2020, Enterprise awarded the City of Kingston a \$1 million grant to further develop and begin implementing its strategies.

Program Funder: Enterprise Community Partners

Anti-Displacement Team: Guy Kempe, RUPCO
Jeffrey Ventura Morell, CoK Common Council
Andrea Shaut, CoK Common Council
Rashida Tyler, Kingston Tenants Union
Frank Waters, Midtown Rising

Existing team members will soon be joined by additional community members to form an expanded Project Advisory Committee.

Honorary Chair: Steven T. Noble, Mayor

Team Leader: Kevin Corté, CoK Director of Housing, kcorte@kingston-ny.gov

Grant & Engagement Manager: Ruth Ann Devitt-Frank, rfrank@kingston-ny.gov

Background

Every citizen has the right to a safe, quality home, but rising costs here in Kingston and across the country continue to threaten that right. As a result, many of our low-income residents face homelessness and displacement from the City.

In late 2019, Enterprise Community Partners — a national non-profit whose mission is to address America’s affordable housing crisis — selected the City of Kingston and nine other New York State municipalities for participation in a 10-month Anti-Displacement Learning Network (ADLN) program. Each municipality was asked to create an ADLN Volunteer Team to examine existing conditions, structures, and programs in their communities. They were also charged with identifying one or more new strategies that could be implemented to prevent displacement of residents at risk of eviction and/or homelessness.

Throughout 2020, the City's team convened regularly with Enterprise staff, housing experts, and the other teams from across the State for a series of workshops designed to guide strategy identification. The strategies that the City of Kingston pinpointed are outlined below. The ADLN Team is now expanding into a larger Project Advisory Committee; in the coming months, this group will continue to develop these concepts, resolve any potential problems, and begin to implement them.

Kingston's strategies are:

- Creation of a **Tiny Homes Community** to provide safe, emergency non-congregate housing and support services for up to 30 Kingston residents who are at risk of becoming, or are already, homeless. Rental rates, if charged, would be in line with affordability based on the Department of Social Services housing allowance. Ultimately, tenants would transition out of the tiny homes into permanent homes. The City is accepting proposals from qualified consultants to develop a business plan, and construct and manage the community, until April 1, 2021.
- Establish a **Landlord Incentive Program** to provide owners facing foreclosure or mortgage distress with a subsidy to rent unused space in their homes at affordable rates for low-income tenants;
- Develop **anti-displacement goals** to be included in our future city-wide **rezoning plan**;
- Develop an **Affordable Housing Trust Fund** to reduce upfront costs for low-income residents who would like to take advantage of existing programs including the Kingston Land Bank's and RUPCO's First-Time Homebuyers Program initiatives.
- Additional strategy to be identified.

For program updates, please register on EngageKingston.com and visit our [Anti-Displacement Strategy page](#).

#

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION X
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Grants Management DATE: 03/31/21

Description:

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXPEND FUNDS IN THE FIRST INSTANCE IN THE AMOUNT OF \$1,000,000 FOR ADLN GRANT #21SG2064 FROM ENTERPRISE COMMUNITY PARTNERS, INC. FOR IMPLEMENTATION OF ANTI-DISPLACEMENT STRATEGIES IN THE CITY OF KINGSTON

Estimated Financial Impact: \$0

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		
Don Tallerman, Ward 5		
Anthony Davis, Ward 6		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

