

F+A

CITY OF KINGSTON
Municipal Civil Service Commission
jdecicco@kingston-ny.gov

Jackie DeCicco, Executive Secretary



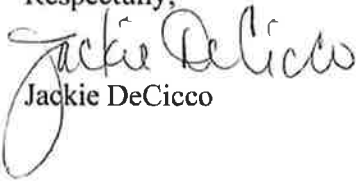
Bernice Arra, Chairperson
Thierry Croizer, Commissioner
Alan Adin, Commissioner

Date: March 5, 2024
To: Alderman-At-Large Andrea Shaut and Members of the Common Council
From: Jackie DeCicco
RE: Finance and Economic Development Committee Report

Dear Alderman-At-Large Shaut and Members of the Common Council,

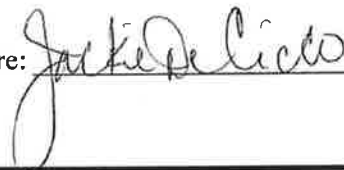
I respectfully request a transfer of funds from accounts within the 2024 Civil Service Budget. Pricing for the 2024 New York State Personnel & Civil Service Officers Conference came in on February 15, 2024. My budget line falls short by \$250.00 to cover the cost to attend. My desktop computer is outdated and has been giving me a lot of trouble. I've had IT look at it several times. On the last occasion, Kyle McIntosh, Director of IT, recommended replacing it with a new desktop. I am requesting to transfer the funds from the Vacation Buyback line and distribute the funds to the Dues, Seminars, Association Fees and the Data Processing Equipment lines. There is no financial impact to the City with this transfer request.

Thank you for your consideration of this transfer.

Respectfully,

Jackie DeCicco

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

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

DEPARTMENT: <u>Civil Service</u>	DATE: <u>March 5, 2024</u>
Description: I respectfully request the Council to approve a transfer of the 2024 budget.	
Decrease the following account: A11143011 5117 Vacation Buyback by \$1,450.00	
Increase the following accounts: A11143014 5462 Dues, Seminars, Association Fees by \$250.00 A11143012 5205 Data Processing Equipment by \$1,200.00	
Estimated Financial Impact	\$0
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
A111430115117	Vacation Buyback	\$1,450.00	A11143014 5462	Dues, Seminars, Association Fees	\$250.00
			A11143012 5205	Data Processing Equipment	\$1,200.00
		\$1,450.00			\$1,450.00

Tinti, Elisa

From: DeCicco, Jackie
Sent: Tuesday, March 5, 2024 4:02 PM
To: Tinti, Elisa
Cc: Tuey, John
Subject: Budget Transfer Request
Attachments: Transfer Request 352024.pdf; Clerk's spreadsheet 03052024.xlsx

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Elisa,

Please see the attached documents for a budget transfer request for Civil Service. If you need anything else, please let me know.

Kind Regards,

Jacqueline DeCicco
Executive Secretary
Civil Service Commission
420 Broadway
Kingston, NY 12401
(845)334-3921
(845)334-3946 – Fax

FIA

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

Emily Flynn, Director



Steven T. Noble, Mayor

March 3, 2024

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

Re: Budget Transfer for Health and Wellness Department

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 budget transfer for the Health and Wellness department's General Materials budget line.

The City of Kingston has received additional funding for kitchen supplies that will be used as part of Kingston Cooks programming, a series of free healthy cooking workshops. The kitchen supplies will include items that are needed to host an interactive cooking workshop and shared meal for approximately 15-20 people, including cooking utensils and serving ware.

Therefore, I am now writing to request consideration of a budget transfer in the total amount of \$1,000. We have already received the Academy of Nutrition and Dietetics' Hunger and Environmental Nutrition Dietetic Practice Group's Mini-Grant funds and this will have no financial impact.

FROM	Account #A1 4010.2705	Grant Health & Wellness	\$1,000
TO	Account #A1 4010.485	General Materials	\$1,000

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

Sincerely,

Emily Flynn
Director of Health & Wellness

CC: Ruth Ann Devitt Frank, Director, Office of Grants Management
Kristin Kessler, Project Manager, Health & Wellness
Steven T. Noble, Mayor, City of Kingston
John Tuey, Comptroller, City of Kingston

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

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

DEPARTMENT: Health and Wellness DATE: _____

The City of Kingston has received additional funding for kitchen supplies that will be used as part of Kingston Cooks programming, a series of free healthy cooking workshops. The kitchen supplies will include items that are needed to host an interactive cooking workshop and shared meal for approximately 15-20 people, including cooking utensils and serving ware.

Therefore, I am now writing to request consideration of a budget transfer in the total amount of \$1,000. We have already received the Academy of Nutrition and Dietetics' Hunger and Environmental Nutrition Dietetic Practice Group's Mini-Grant funds and this will have no financial impact.

FROM	Account #A1 4010.2705	Grant Health & Wellness	\$1,000
TO	Account #A1 4010.485	General Materials	\$1,000

Estimated Financial Impact: \$0 _____ Signature _____

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Robert Dennison, Ward 6		
Bryant Drew Andrews, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

To:

Account Name
General Materials

Total Amount
\$1,000.00

From:

Account#	Account Name	Total Amount	Account#
#A1 4010.2705	Grants	\$1,000.00	#A1 4010.485

CITY OF KINGSTON
Office of Housing Initiatives

FIA

Bartek Starodaj, Director



Steven T. Noble, Mayor

March 20, 2024

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

Re: Potential Sale of 168 Fairview

Dear President Shaut,

Please accept this communication to the Common Council to discuss the City's ownership and potential sale of 168 Fairview Ave. The City acquired this property in 2016.

Upon acquiring the property, the total back taxes were \$35, 514.97. Since this amount exceeds the \$30,000 threshold under the City's disposition policy for in rem properties, the next step to transfer the property would be to issue a Request for Proposals to solicit potential buyers. However, I would like to have a discussion with the Common Council about the costs and potential benefits of different sale methods.

My office did receive an appraisal of the property to assist the Common Council in recommending a sales method for this property. However, due to the current condition of the property and unknown structural and environmental conditions, the appraiser's valuation has significant limitations.

Under N.Y. Pub. Off. Law § 105(h), I request that any discussion regarding the sale of this property occur within Executive Session.

Respectfully Submitted,

Bartek Starodaj
Director, Housing Initiatives

Cc: Steve T. Noble, Mayor
E. Tinti, City Clerk
B. Graves-Poller, Corporation Counsel
J. Tuey, Comptroller

(F+A)

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

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

March 28, 2024

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

Re: Grants Management Budget Transfer for NYS ESD Restore NY Communities Grant, Round 7

Dear President Shaut,

The Office of Grants Management requests placement on the agenda of the appropriate committee to discuss a budget transfer related to the NYS Empire State Development Restore NY Communities grant program, Round 7.

I request that we transfer the amount of the award of \$1,150,000 from the Grants Management NYS Grant account to the Contracted Services account.

The City was awarded \$1,150,000 from NYS ESD's Restore NY Communities grant program to support 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.

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, Ruth Ann Devitt-Frank, Elisa Tinti, John Tuey

F7A

THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT

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

DEPARTMENT: Grants Management DATE: 03/28/2024

Description:
 This is a request to transfer NYS Empire State Development Restore NY Communities funds in the amount of \$1,150,000.00 from A1699023.43389 NYS Grant to A1699014.5472 Contracted Services.
 CB Developers, LLC is responsible for the required 10% match.

Estimated Financial Impact: \$0 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		

RESOLUTION ____ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, RECOMMENDING APPROVAL FOR MODIFICATIONS TO THE 2024 OFFICE OF GRANTS MANAGEMENT BUDGET

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

WHEREAS, the Office of Grants Management requests a transfer of funds for the NYS Empire State Development Restore NY Communities grants program, Round 7, in the amount of \$1,150,000.00; and

WHEREAS, there is no local match requirement; and

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

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

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

From: A16990.3389 NYS Grant \$1,150,000.00

To: A16990.5472 Contracted Services \$1,150,000.00

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

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

FMA

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

March 28, 2024

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

Re: NYS ESD Restore NY Communities Grant, Round 8 – Kingston Standard, LLC | Kingston Standard Phase 2.0

Dear President Shaut,

I am writing to request that a resolution authorizing the Mayor to apply for and execute any and all related documents related to a NYS Empire State Development Restore NY Communities program grant be placed on the agenda of the appropriate committee in April. The City of Kingston will apply for the grant on behalf of Kingston Standard, LLC. The application, which is due on May 22, 2024, requires a resolution from the legislative body of the local municipality in which the project is located. With this communication I am submitting a draft resolution for consideration.

Kingston Standard Brewing Company (KSBC) is a lively micro-brewery located one block behind Broadway on Jansen Avenue. The brewery currently operates out of one smaller newly-renovated building that sits on a lot with one other building—2 Jansen Avenue. 2 Jansen is a 4,200sqft commercial building of which 2,000sqft is vacant and blighted. KSBC plans to reconstruct that portion of the building while adding on another 2,200sqft, transforming it into a cutting-edge zero fossil fuel facility. It will incorporate technology such as CO2 recapture, electric stream generation, and an offsite community solar-farm, all to become a pioneering example of environmentally conscious craft beer manufacturing. The project will create eight new fulltime manufacturing and administrative jobs.

If there are any questions about this project, please do not hesitate to call me at 845-334-3961 or email me at nkikel@kingston-ny.gov. Thank you in advance for your consideration.

Sincerely,

Natalie Kikel

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

FIA

THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT

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

DEPARTMENT: Grants Management DATE: 03/28/2024

Description:
 This is a request for authorization for the Mayor to apply and execute an agreement and any and all related documents for a grant from the NYS Empire State Development Restore NY Communities program, Round 8, in the amount of \$2 million for Kingston Standard, LLC's Kingston Standard Phase 2.0 project.

Kingston Standard, LLC is responsible for the required 10% match.

Estimated Financial Impact: \$0 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		

RESOLUTION ___ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO NEW YORK STATE EMPIRE STATE DEVELOPMENT (ESD) FOR A RESTORE NY COMMUNITIES GRANT IN THE AMOUNT OF \$2 MILLION FOR KINGSTON STANDARD, LLC'S KINGSTON STANDARD PHASE 2.0 PROJECT AND TO EXECUTE ANY AND ALL RELATED DOCUMENTS.

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

WHEREAS, the City of Kingston is eligible to apply to ESD for a Restore NY Communities grant for funds in an amount of \$2 million for Kingston Standard, LLC's Kingston Standard Phase 2.0 project; and

WHEREAS, this application, should the grant be awarded, requires a 10% match to be provided by Kingston Standard, LLC through private funds and/or another grant; and

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

WHEREAS, the City of Kingston finds that the proposed project is consistent with the City of Kingston's local revitalization or urban development plans; and

WHEREAS, the proposed financing is appropriate for the specific project; and

WHEREAS, the project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources; and

WHEREAS, the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create, and sustain employment opportunities where applicable.

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 this grant will be in accordance with all terms and conditions contained in guidelines provided by ESD.

SECTION 2. The Mayor of the City of Kingston is hereby authorized and directed to file an application for funds from ESD for a Restore NY Communities grant in the amount of \$2 million for Kingston Standard, LLC's Kingston Standard Phase 2.0 project and upon approval of said request, to enter and execute an agreement and any and all related documents.

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

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

FIA

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

March 28, 2024

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

Re: USDA Forest Service Community & Urban Forestry Grant Agreement | Urban Forester

Dear President Shaut,

The Office of Grants Management requests that a resolution authorizing the Mayor to execute an agreement and any and all related documents with American Forests be placed on the agenda of the appropriate committee in April. The City was awarded a \$500,000 USDA Forest Service Community & Urban Forestry grant to fund an Urban Forester position for four years. American Forests is the pass-through entity that will administer the funds. There is no match requirement. 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, Ruth Ann Devitt-Frank, Elisa Tinti, John Tuey

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

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

DEPARTMENT: <u>Grants Management</u>	DATE: <u>03/28/2024</u>
<p>Description:</p> <p>This is a request for authorization for the Mayor to execute an agreement and any and all related documents with American Forests related to a grant in the amount of \$500,000 awarded for the hiring of an Urban Forester for four years. There is no match requirement to this grant.</p>	
<p>Estimated Financial Impact: \$<u>0</u> Signature _____</p>	

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		

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 AMERICAN FORESTS RELATED TO A UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) FOREST SERVICE URBAN & COMMUNITY FORESTRY GRANT IN THE AMOUNT OF \$500,000

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

WHEREAS THE City of Kingston was awarded USDA Forest Service Urban & Community Forestry funds in the amount of \$500,000; and

WHEREAS, American Forests is the pass-through entity that will administer the funds; and

WHEREAS, the funds will be used to hire an Urban Forester for the four-year contract term and to purchase related equipment and supplies; and

WHEREAS, there are no matching funds required; and

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

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

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

SECTION 1. Administration of all funds under these grants will be in accordance with all terms and conditions contained in guidelines provided by the USDA and/or American Forests.

SECTION 2. The Mayor of the City of Kingston is hereby authorized and directed to execute an agreement and any and all related documents with American Forests for a USDA Forest Service Urban & Community Forestry grant in the amount of \$500,000.

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

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

F7A

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

March 28, 2024

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

Re: 2024 DHS/FEMA 2023 SAFER Gant Application | Hiring Six Firefighter/Paramedics

Dear President Shaut,

I am writing to request that a resolution authorizing the Mayor to apply for and execute any and all related documents related to a DHS/FEMA 2023 SAFER grant be placed on the agenda of the appropriate committee in April.

Kingston Fire Department seeks to add six new firefighter/paramedic positions to the department so that its ambulances may each be staffed with two paramedics. This will eliminate situations in which firefighters respond to medical calls and are then rendered unavailable for fire or other emergency calls. It will also reduce overtime pay.

If there are any questions about this, please do not hesitate to call me at 845-334-3961 or email me at nkikel@kingston-ny.gov. Thank you in advance for your consideration.

Sincerely,

Natalie Kikel

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

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

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

DEPARTMENT: <u>Grants Management</u>	DATE: <u>03/28/2024</u>
Description:	
<p>This is a request for authorization for the Mayor to apply and execute an agreement and any and all related documents for a Staffing for Adequate Fire and Emergency Response (SAFER) grant from the Dept. of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) in the amount of \$3 million for the hiring of six new Firefighter/Paramedics.</p> <p>There is no local match required.</p>	
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		

RESOLUTION ___ of 2024

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO DEPT OF HOMELAND SECURITY/FEDERAL EMERGENCY MANAGEMENT AGENCY (DHS/FEMA) FOR A STAFFING FOR ADAQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT IN THE AMOUNT OF \$3 MILLION FOR THE HIRING OF SIX FIREFIGHTER/PARAMEDICS AND TO EXECUTE ANY AND ALL RELATED DOCUMENTS

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

WHEREAS, the City of Kingston is eligible to apply to DHS/FEMA for a SAFER grant in an amount of \$3 million for the hiring of six firefighter/paramedics; and

WHEREAS, there is no local match required; and

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

WHEREAS, the proposed financing is appropriate for the specific project.

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 this grant will be in accordance with all terms and conditions contained in guidelines provided by ESD.

SECTION 2. The Mayor of the City of Kingston is hereby authorized and directed to file an application for funds from DHS/FEMA for a SAFER grant in the amount of \$3 million for the hiring of six firefighter/paramedics and upon approval of said request, to enter and execute an agreement and any and all related documents.

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

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

F+1A

Steven T. Noble
Mayor



March 22, 2024

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

Re: KFD EMS Services

Dear President Shaut,

I would like to provide the Common Council on update on ambulance services in the City of Kingston at the next Finance Committee meeting. Please have this item added to the agenda. Since we last updated the Council, we have received a final report on our Emergency Medical Services, attached. We would like to go over the report and update the Council on the insurance billing request for proposals.

Please feel free to contact me if you have any questions or concerns.

Respectfully Submitted,


Steven T. Noble
Mayor

**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: MAYOR DATE: 3-22-24

Description:
To provide an update on ambulance services in the City.

Estimated Financial Impact: \$ _____ 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		



Cambridge
CONSULTING GROUP

FINAL REPORT

Study of Emergency Medical Services Transition Plan

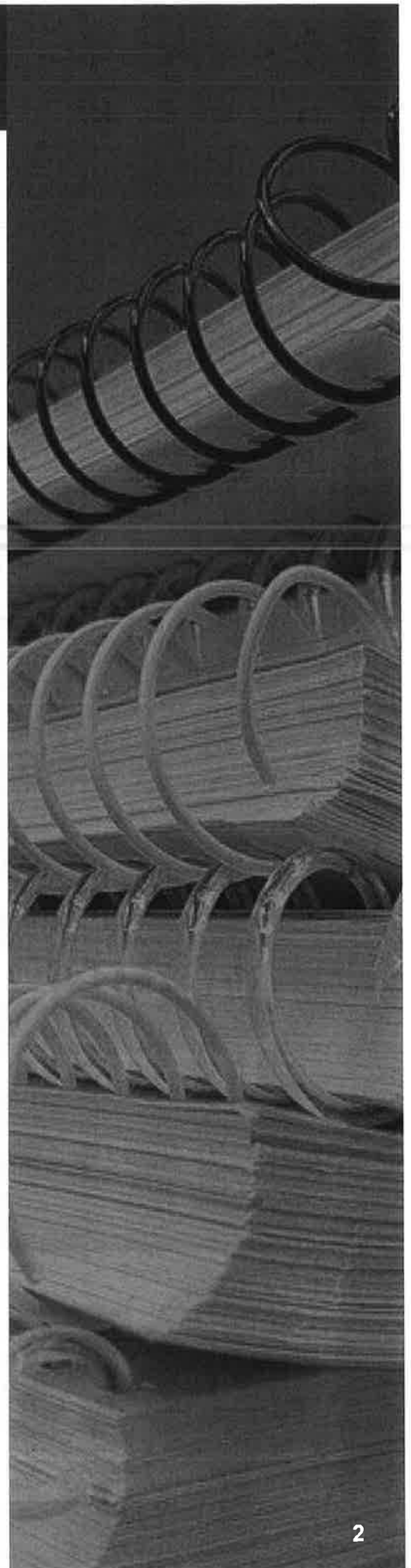
2023 - 2024



The City of
Kingston, NY

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Introduction

The Cambridge Consulting Group was retained by the City of Kingston to review its Emergency Medical Services system and the transition to provision by the Fire Department. Prior to the first of January, 2024, EMS was provided by Empress Ambulance Service¹, under a contract with the City. This was a long standing arrangement.



Empress is a relatively large, regional, privately held², EMS company in the eastern portion of New York state, which boasts a wide array of services, including 911 emergency ambulance provision. They claim to serve eight towns, along the Hudson River Valley, in multiple counties. Their services include both Basic Life Support (BLS) and Advanced Life Support (ALS), among others.

1 Empress purchased Mobile Life Support Service which held a contract with Kingston to provide EMS.

2 Empress is listed as a Limited Liability Company incorporated in New York state. They have demonstrated growth both by organic expansion and acquisition and have diversified horizontally over the last few years.

Kingston was the northernmost EMS service area for Empress. The company's total population served by its EMS operations was 2,010,649, of which Kingston accounted for approximately 10%.

Recently, Empress informed the City that a significant subsidy increase would be required to continue receiving EMS. In addition, growing unavailability of Empress units to answer emergency calls forced the Fire Department to field back-up ambulances. This prompted the City to seek alternate options for service.

The decision was made to transfer responsibility for EMS to the City's Fire Department. Based on the perceived urgency of the need to transition the service, and the potential that the incumbent provider might rapidly begin to downsize its operation, a plan was developed by the Fire Department to assume operations on or about the beginning of the year (2024).

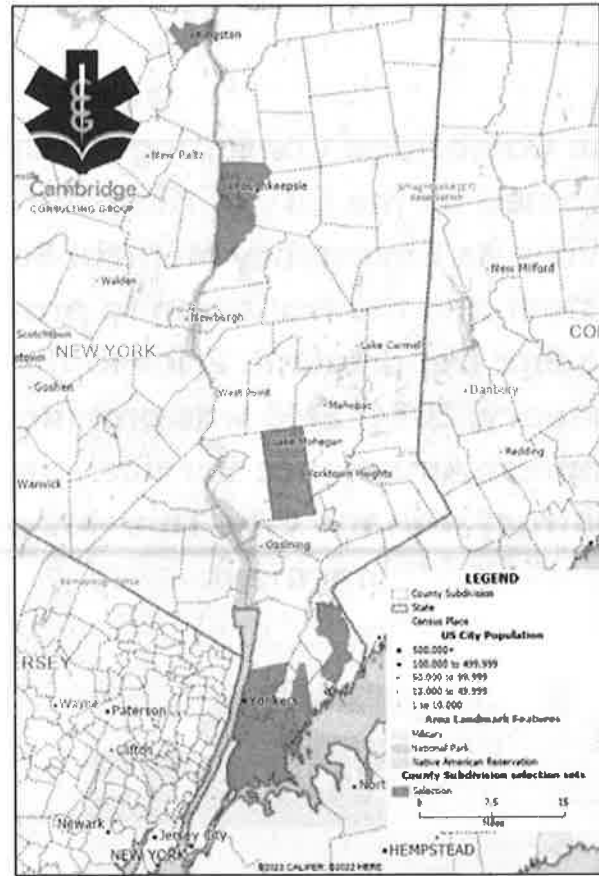


Figure 1: Empress Ambulance Service EMS footprint

Plan Analysis

Given the short time frame involved, the plan was understandably succinct. The plan is attached as an addendum to this report for reference. In summary, however, the plan was found to be suitable in providing the necessary framework to accomplish its goal.

The plan was reviewed with Cambridge Consulting Group with Chief Rea³. It covered the main elements of transferring EMS to the Fire Department; Personnel, Staffing, Equipment, Dispatching, and Facilities. It identified the need for two ambulance units based on reported volume and selected the most centralized Fire Station in the City to initially house both. This was a good choice as analysis revealed almost any point in the City can be reached within nine minutes from that station.

³ Chief Chris Rea is the Fire Chief of the Kingston Fire Department.



To start, the ambulances would be staffed with existing personnel, which permitted one unit to be ALS capable, and the other as BLS. Since the Ulster County Emergency Communications Center already used a rudimentary medical priority dispatch triaging system, EMS requests could easily be separated for assignment to either the ALS or BLS unit. Data shows that the ALS unit is likely to be slightly more active than the BLS ambulance.

Eventually, the plan indicates, the two main ambulances will both be ALS capable as adequate staff can be recruited. A pre-existing emergency mental health unit (EMH) is to be continued under the plan. This is an important positive move since information across the Country is beginning to show the efficacy of these types of response units in enhancing EMS services for given populations. The EMH unit is also identified to act as a “third assignment” ambulance when available, in the event more than two ambulances are needed.

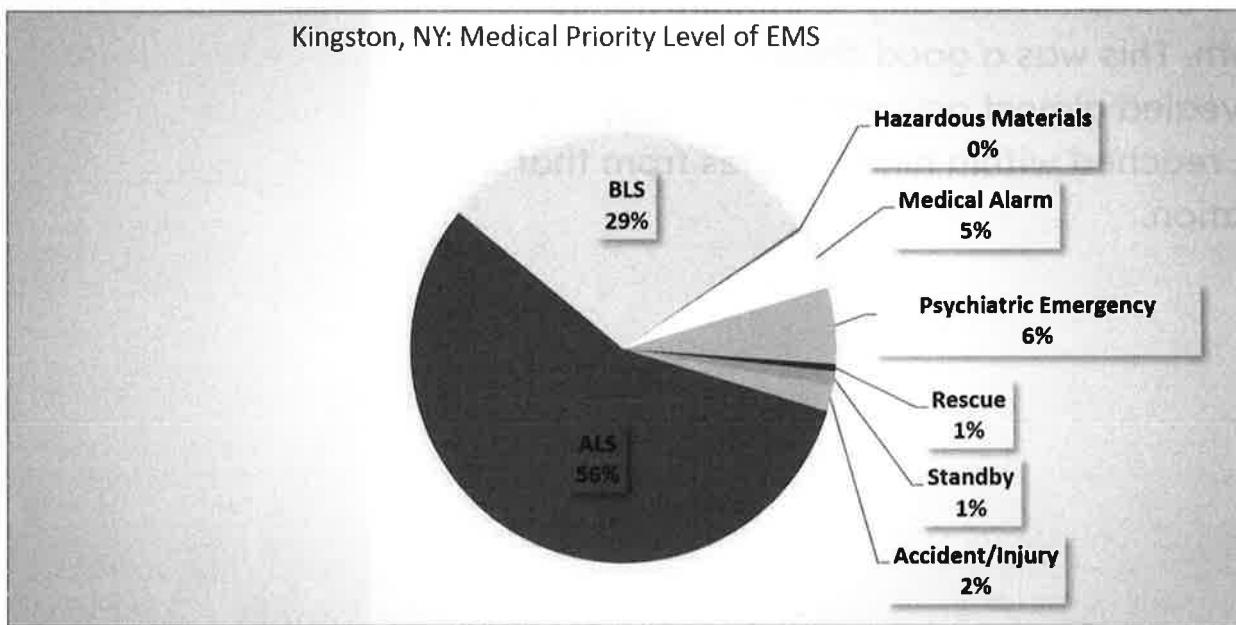


Figure 2: EMS case priority

This plan to operate two ALS units round the clock every day appears to be adequate for the volume information provided. There are likely to be regular surges of activity during the day, at least as is evidenced by the information Cambridge Consulting Group received. A third, part time ambulance would probably be beneficial at those periods. Later in this report the firm specifically addresses this issue.

Provisions were also made in the plan for a fourth concurrent EMS incident (or a third case in the event the EMH unit is not available) by arranging for one EMT from the Fire Station to drive an additional ambulance to the scene of the overflow call and team up with an EMT from another responding fire apparatus. This is very efficient planning and shows optimal use of existing resources in a flexible and dynamic manner.

Lastly, the plan also relies on the County mutual aid system for EMS incidents that surpass Kingston resources.

Preparation has been made in the plan for hospital transports out of the City, since these will take more time to perform and result in lengthier unavailable time for those ambulances involved. Such transports may be necessary to provide the patient with a high level of care. The plan appropriately rests responsibility for such a decision on the EMS practitioner and should be considered “patient centric” thinking. This is a modern approach to patient care in EMS.



Figure 3: Trauma centers' locations near Kingston

Transport length based on patient condition is an important concern since the nearest Level One Trauma Centers are about 50 miles from Kingston, and the closest Level Two Trauma Center is at least 17 miles distant. In the event medical helicopter services were unavailable, critical patients may need to be transported significant distances, placing the ambulance unavailable for subsequent assignments for hours.

As part of this study, Cambridge Consulting Group assessed EMS activity within the City, and certain performance indicators. Since the City had not yet begun EMS operations under the Fire Department, all data analyzed was attributable to the services provided by Empress Ambulance.

Data supplied by the City for assessment included dispatch information for the calendar years of 2022 and 2023. This revealed the following:

Total EMS Activity

Annual dispatch volume was roughly 3,300 with a transport percentage of two thirds. This transport percentage is average for EMS systems around the Country. Transport volume is normally considered the number of cases for which bills can be issued⁴.

	2022 ACTUAL (1/1/22 - 12/31/22)	2023 ACTUAL (1/1/23 - 12/31/23)
Total EMS Requests for Service	2,883	3,306
Total EMS Transports	Estimated at 1,903	Estimated at 2,182
Transport Percentage	66%	66%

⁴ This is primarily due to Medicare billing regulations which disallow reimbursement for ambulance service when no transport to a hospital occurs. Most other insurance providers follow similar billing rules.

Revenue for transports provided varies significantly dependent on many factors, including the local payer mix, Medicare allowable for the region, Medicaid allowable rates, and others. For the purpose of providing an example, the firm has adopted the assumption that the global net reimbursement amount for a transported EMS cases in Kingston is \$500. That produces an estimated annual revenue of approximately \$1,109,203⁵.

Kingston, NY										
					A0429	A0427	A0425	A0425	Revenue	
	Payer Mix	Transport Volume	BLS Volume	ALS Volume	BLS Base Rate	ALS Base Rate	BLS Mileage	ALS Mileage	BLS Total	ALS Total
Medicare	53%	1166	583	583	428.75	509.14	8.94	8.94	\$276,021	\$322,889
Medicaid	27%	594	297	297	250.00	296.00	2.79	2.79	\$78,393	\$92,055
Commercial	8%	176	88	88	750.00	950.00	15.00	15.00	\$72,600	\$90,200
Government	1%	22	11	11	400.00	500.00	10.00	10.00	\$4,950	\$6,050
Facility	1%	22	11	11	500.00	600.00	12.00	12.00	\$6,160	\$7,260
Self Pay	<u>10%</u>	<u>220</u>	110	110	562.50	712.50	11.25	11.25	\$68,063	\$84,563
	100%	2200							<u>\$506,187</u>	<u>\$603,017</u>
									\$1,109,204	

⁵ These are generalized estimates. A more detailed analysis of billing projections would be necessary to determine reliable information for planning purposes. Such an analysis was beyond the scope of this engagement.

Nature of Activity

The data provided showed Kingston EMS cases are about what would be expected of a city with comparable demographics and using a basic medical priority dispatching triage process. About half of incoming requests for EMS are typically categorized as urgent in nature (in the case of Kingston and Ulster Emergency Communications, the term “critical” is used). The remaining incidents include a variety of less serious cases, some with no patients when ambulances are sent as a precaution.

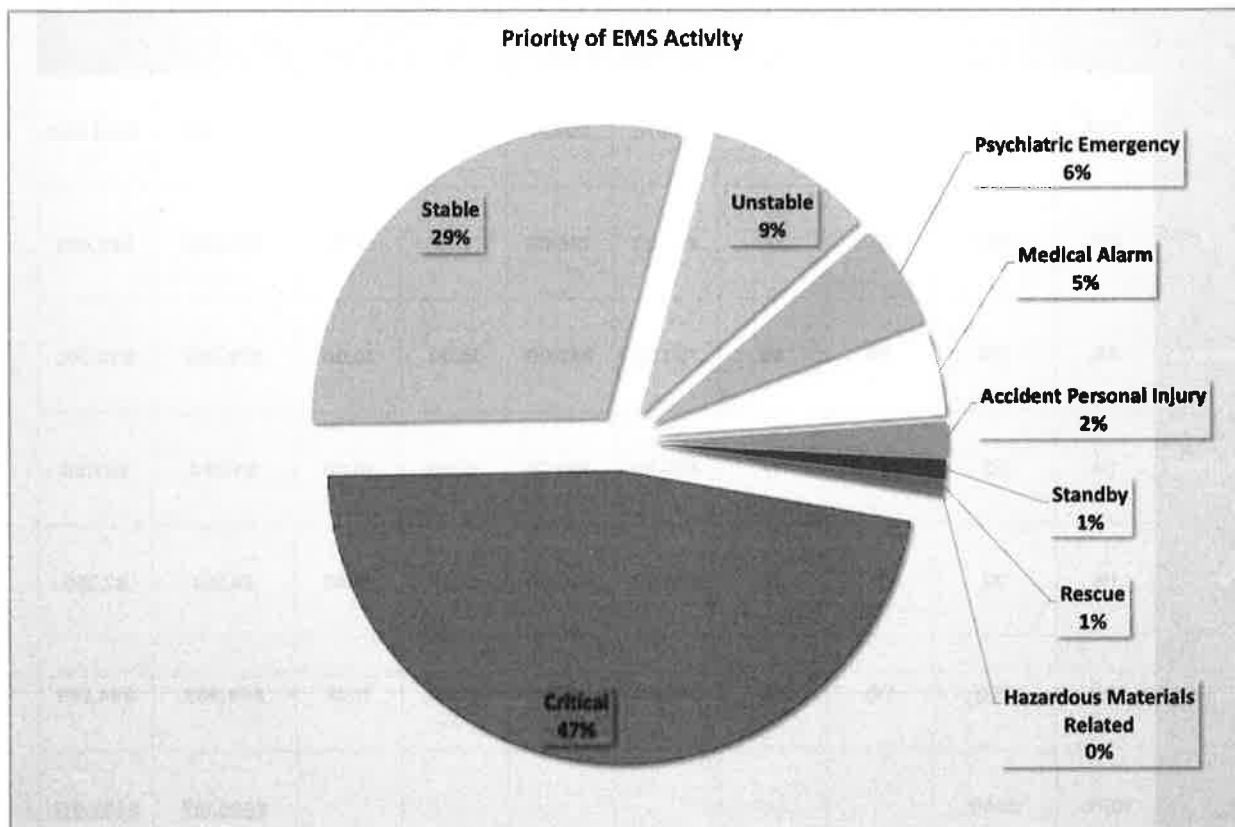


Figure 4: EMS case service level

Examination of the data also allowed for the analysis of call distribution. Some differences from other EMS systems were noted. One of the most interesting was that EMS activity drops during the middle of the work week with the weekend days, Saturday and Sunday, actually exceeding Tuesday, Wednesday, Thursday and Friday, in volume. This could be caused by several factors. One may relate to residents leaving the City for work during the week (classically referred to as a “bedroom community” behavior). Another could reflect the influx of visitors during the weekends for recreational opportunities.

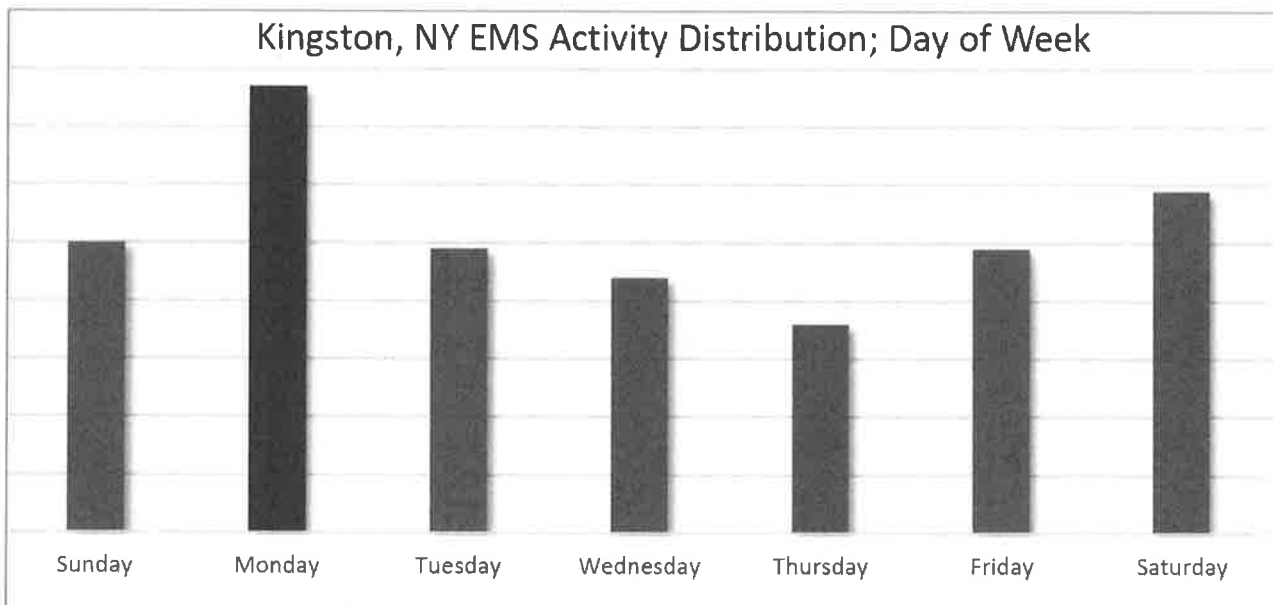


Figure 5: EMS activity by day of week; Highest activity indicated by the red

However, the spread of EMS activity during a given day, assessed by the hour block of a day a call occurs, demonstrated a pattern similar to many communities. The least case load occurs during the very late and early morning hours of the day, midnight to six AM, building during the day, then tapering off slightly and holding until approximately 11:00 PM.

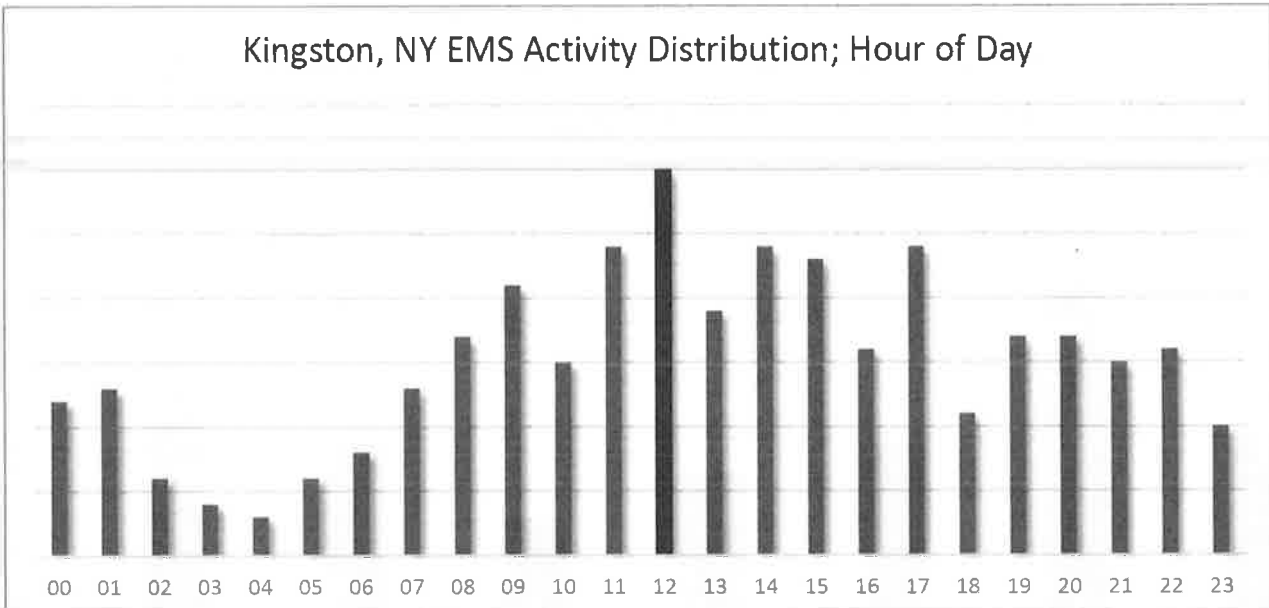


Figure 6: EMS activity by hour of day; Highest activity indicated by the red

Response Times

Many towns and counties in the United States use Response Time as an important indicator of the quality of their EMS services. This parameter is beginning to fall into disfavor as recent medical literature studying EMS has revealed little correlation between rapid EMS response and positive patient outcomes in most cases. Except for extremely time sensitive conditions, such as severe trauma, cardiac arrest, stroke, and certain heart attacks, which account for a small portion of total EMS volume, the effect of an ambulance arriving in five minutes versus ten or fifteen minutes, doesn't actually matter to the clinical care of the patient or their mortality.

However, public perception remains focused on ambulance response times. Likely the result of years of public education that rapid response of EMS matters significantly, communities at large expect ambulances to arrive quickly when called. Thus, response times remain an important factor for public health and government officials.

No national standard exists for EMS response times. They are typically determined at the local level, by individual communities or counties. They also vary widely by density of population. Rural areas accept ambulance response times that would be objectionable to urban, even suburban regions. For cities like Kingston, response of EMS is often expected within 8 minutes and 59 seconds for 90 percent, or more, of calls⁶.

⁶ This expectation is derived from a single medical study conducted over 40 years ago in Kings County, Washington. EMS systems and practitioners' scope of practice has evolved substantially since then, rendering the study outdated and largely irrelevant for response time benchmarking.

The information supplied to Cambridge Consulting Group showed the following regarding EMS response times in Kingston:

	Dispatch Processing Time	EMS Response Time	EMS Time on Task; All Calls	Cases w/ Transport: Time on Task	Cases w/ No Transport: Time on Task	Time at Hospital Until Available
Average	0:02:41	0:06:34	0:27:07	0:25:13	0:29:43	0:01:53
90th Percentile	0:03:35	0:10:00	0:51:11	0:38:32	1:06:55	0:01:19

The dispatch processing time is attributable to how long it takes the public safety answering point(s) (PSAP) involved to receive an EMS request, enter the pertinent data into their computer system, triage the case through interrogating the caller, identify the appropriate resources to send, and dispatch units. This is normally expected to take no more than about 90 seconds in 90 percent of all calls⁷.

The data indicated that this time took more than twice as long than desired. Cambridge Consulting Group did not examine this issue, as it was beyond the scope of this engagement.

The EMS response times were within reasonable parameters. In fact, the average time was quite good, at less than seven minutes. The 90th percentile, however, strayed above the 8:59 mark, but was still nominal. Time on Task (TOT) was within a half hour on average for all calls, not unexpected for an EMS service transporting most of its patients to a hospital within its response territory, as is the case with Kingston.

⁷ This is both a National Fire Protection Association (NFPA standard 1221) and International Academies of Emergency Dispatch (IAED standard 10) benchmark.

Unusually, however, the times reported for TOT regarding cases that were not transported, were longer than those when the patient was taken to a hospital. Normally, an EMS unit that fails to transport a patient finds its total time on an assignment significantly shorter when compared to treating and transferring one to the hospital. This unexpected data is likely due to inaccurate reporting by ambulance crew members to the dispatching entity.

Likewise, the times reported in the data concerning how long an ambulance is at the hospital after transporting a patient, is not likely to be less than two minutes. It takes longer than that to provide a report to the medical staff when transferring care from the ambulance crew. It is more likely, the ambulance personnel are simply advising the dispatch center they are available to receive further assignments but have not actually completed their tasks.

Geographic Distribution & Station Location

The firm examined the information provided to assess the physical distribution of EMS activity within Kingston. This analysis resulted in the following heat map which identifies where ambulance calls have been clustered and are mostly like to occur in the future. This is critical information in helping to determine the location of staging or housing EMS apparatus with their crews. Aside from minimizing response times, it allows for less miles driven overall, reducing the cost of fuel and vehicle maintenance, as well as reducing the chances for ambulance accidents during response.

In Kingston's EMS system under the Fire Department, because a static deployment model is being used, there is no advantage in further assessing call distribution temporally. Since EMS assets are permanently stationed at a single locale during the day, as is the case in static deployment, how case clustering changes over a 24 hour period doesn't matter, only the aggregate dispersal of activity is of relevance.

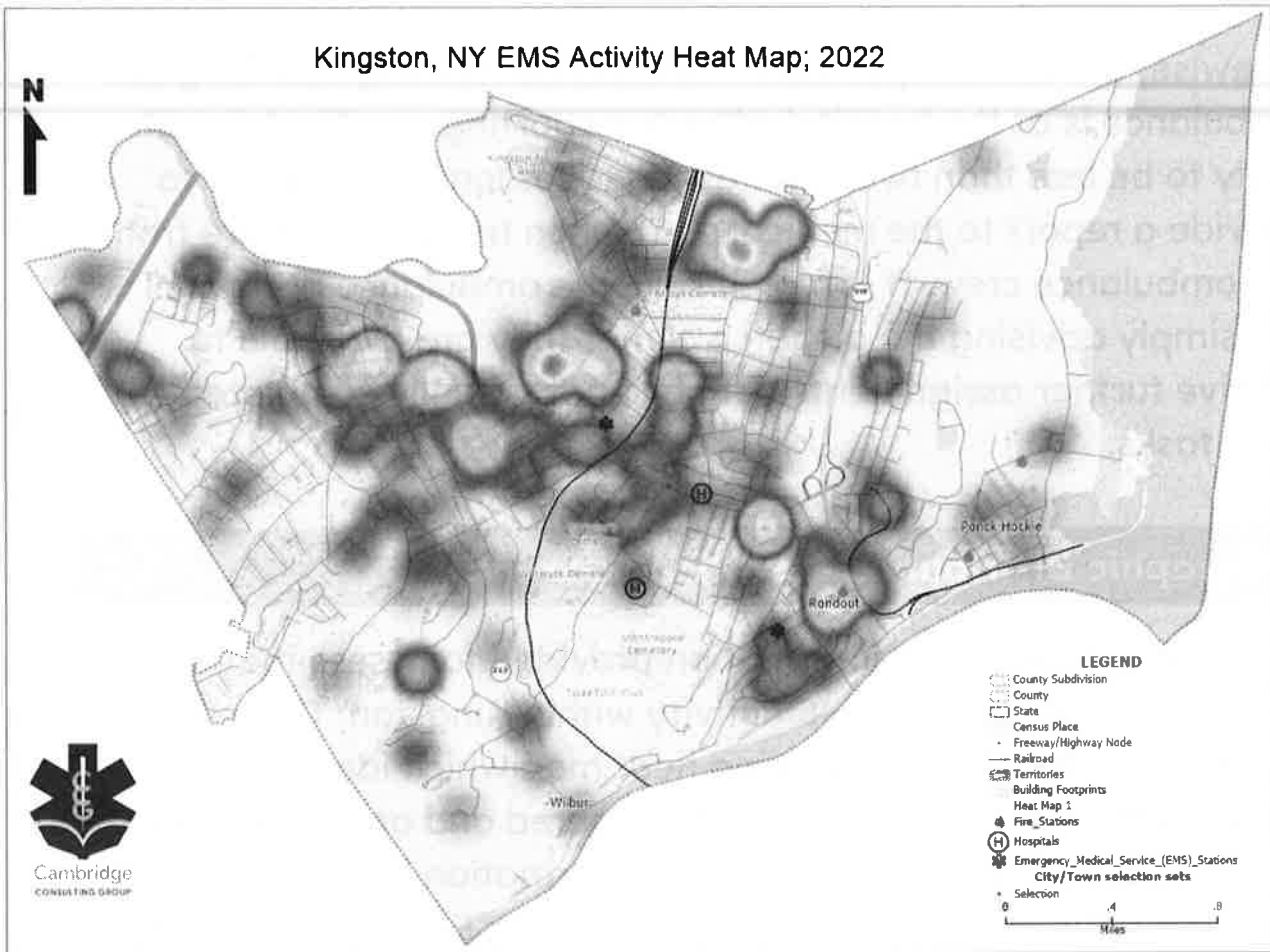


Figure 7: Heat mapping of EMS activity geographically

Based on this clustering of volume, further analysis can be done to ascertain the best location for placing ambulances. Since the intent of the Kingston Fire Department is to provide two ALS capable units, round the clock, every day, location assessment can be done to identify just two EMS stations⁸.

For the purposes of comparison, the following first set of maps are provided. These maps reflect the current operation, placing both EMS ambulances at the main Fire Department headquarters, on East O'Reilly Street. For ease of visibility and comparison, a five minute time was selected for response zones in all maps⁹.

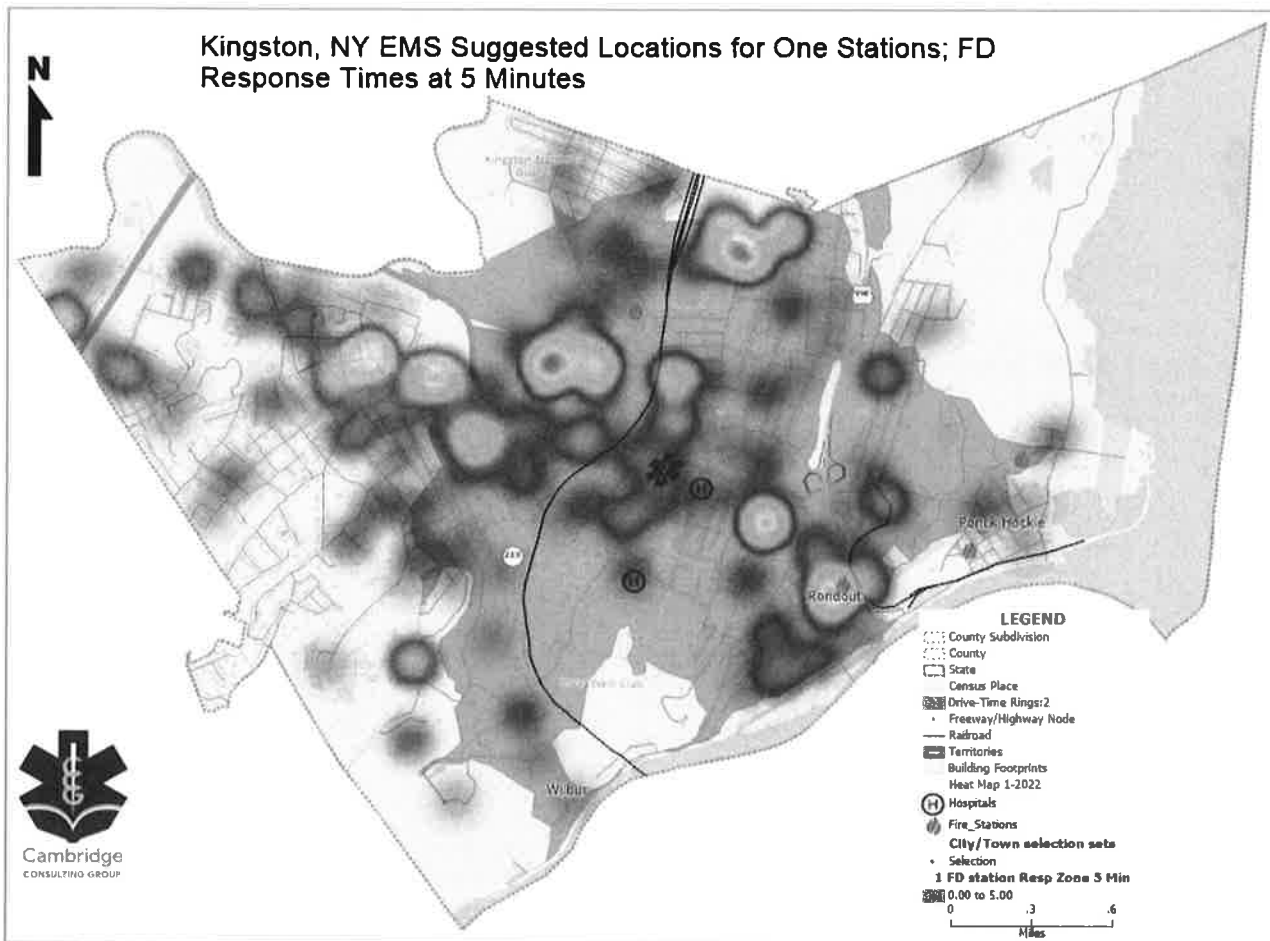


Figure 8: Single EMS station (FD HQ) with 5 minute response zone, activity heat map overlay

⁸ Of note, given the total volume of EMS calls, if the Fire Department were to stay with a tiered EMS system, where one ambulance is designated ALS and the other BLS, than a single location would be advisable.

⁹ The zone created was promulgated by a computer application and reflects actual drive time from the location, excluding "turn-Out" or "Out-of-Chute" time. It does take into account average speeds associated with different types of roads.

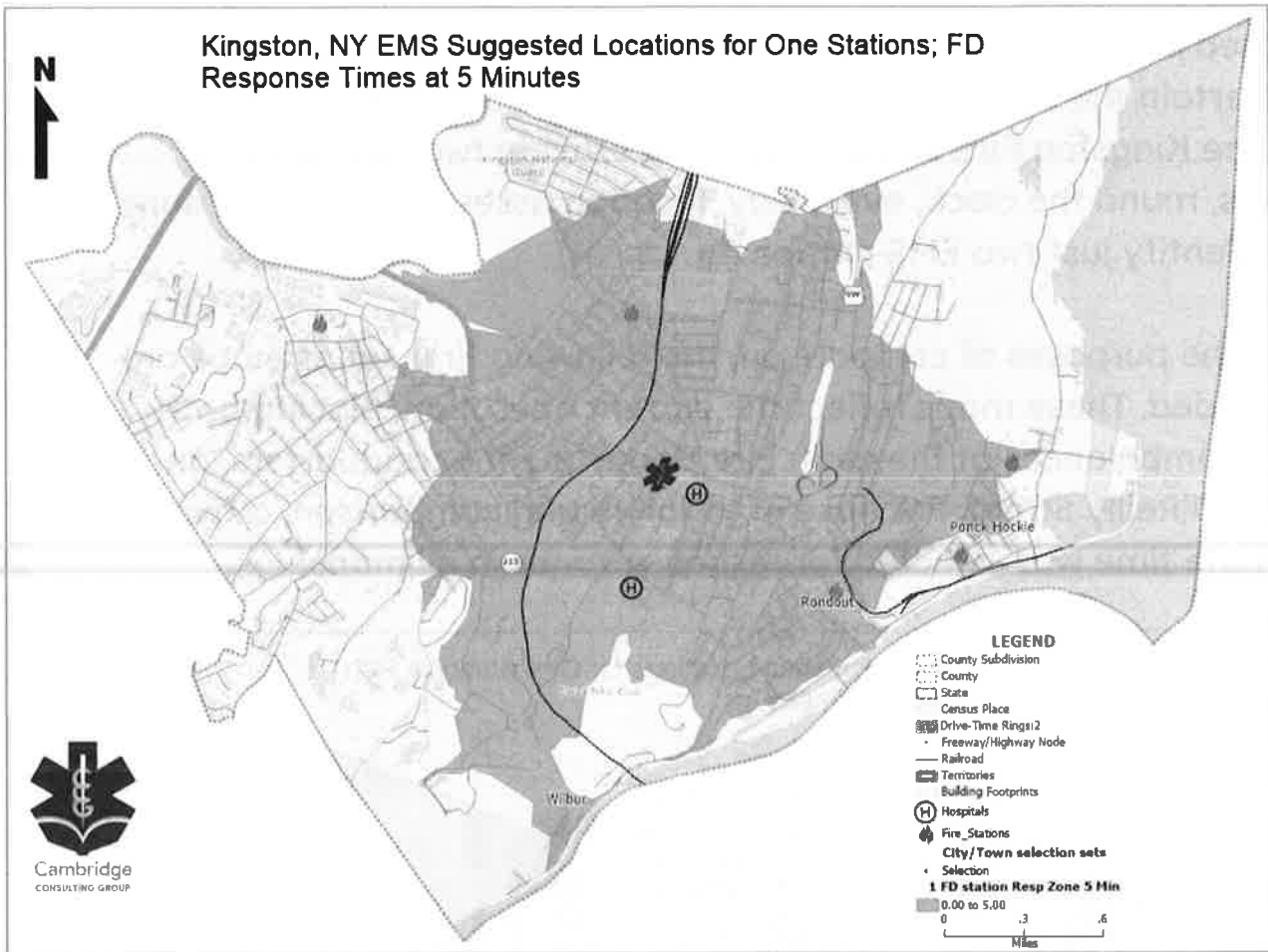


Figure 9: Single EMS station (FD HQ) with 5 minute response zone (includes 1 minute "turn-out" time)

With the data provided, Cambridge Consulting Group determined the most efficacious locations for the two ALS ambulances that will eventually compose the Kingston FD EMS division. The firm is providing two alternatives for consideration. The first selects the best locations from among the existing Fire Department stations. This alternative avoids the cost of building new infrastructure.

Both scenarios for ambulance location are reasonable and cover the overwhelming majority of activity.

Option 1: Two EMS ambulances stationed at existing Kingston Fire Department stations. In this modeling, one location would be the Frog Alley, Station 2 premises, and the other would be the Garraghan, Station 3 locale.

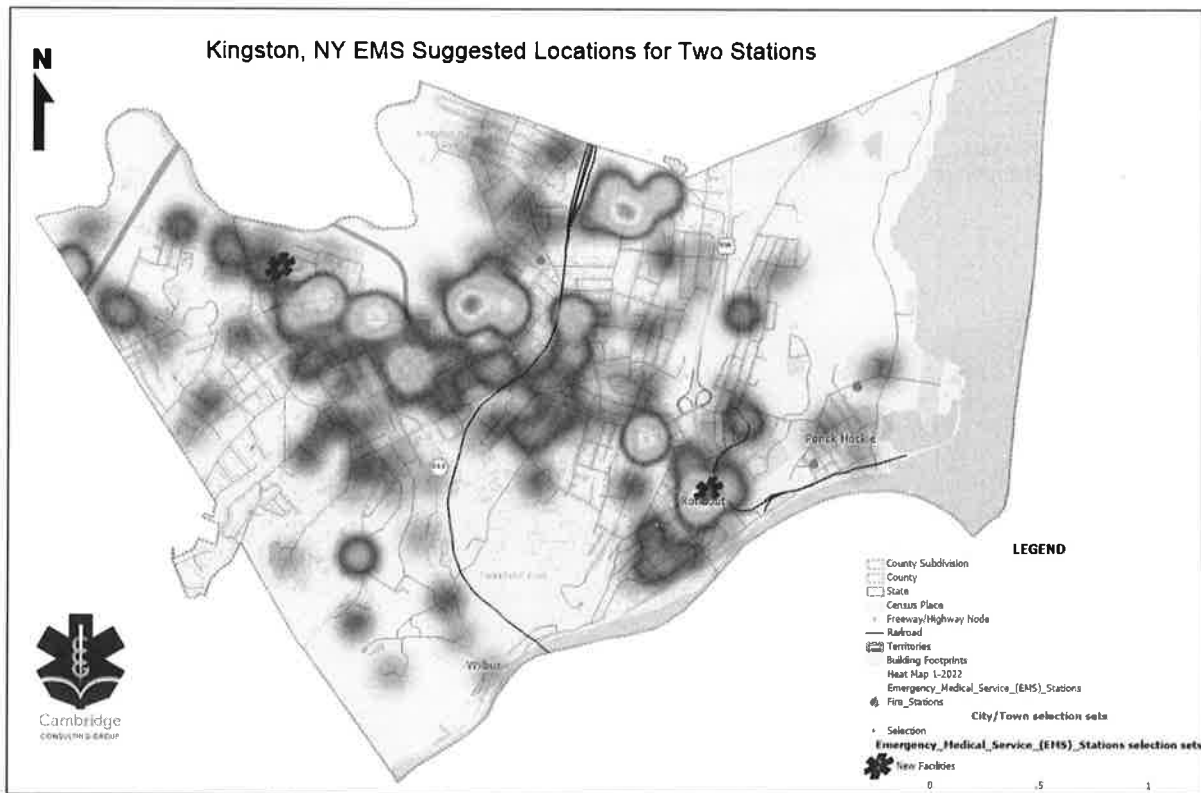


Figure 10: Suggested @ EMS unit locations based at FD stations

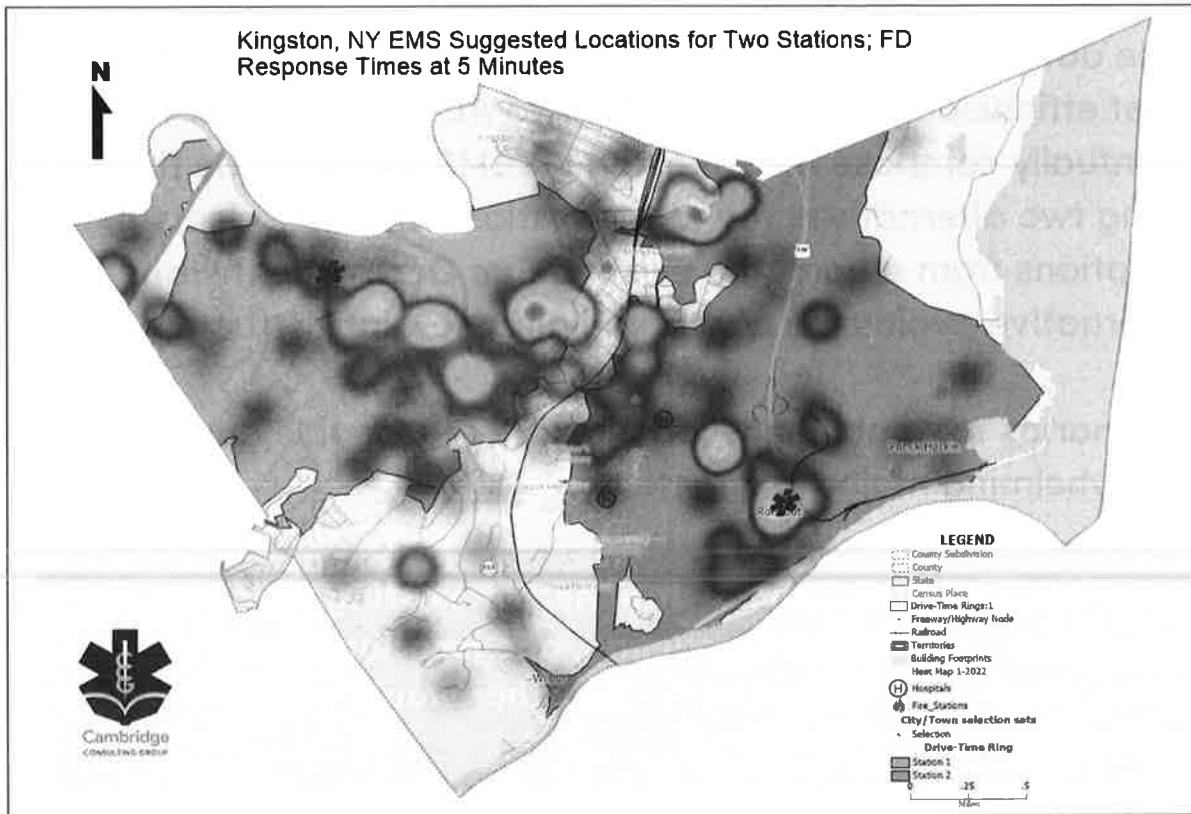


Figure 11: Five Minute response time zones for two FD station based EMS units

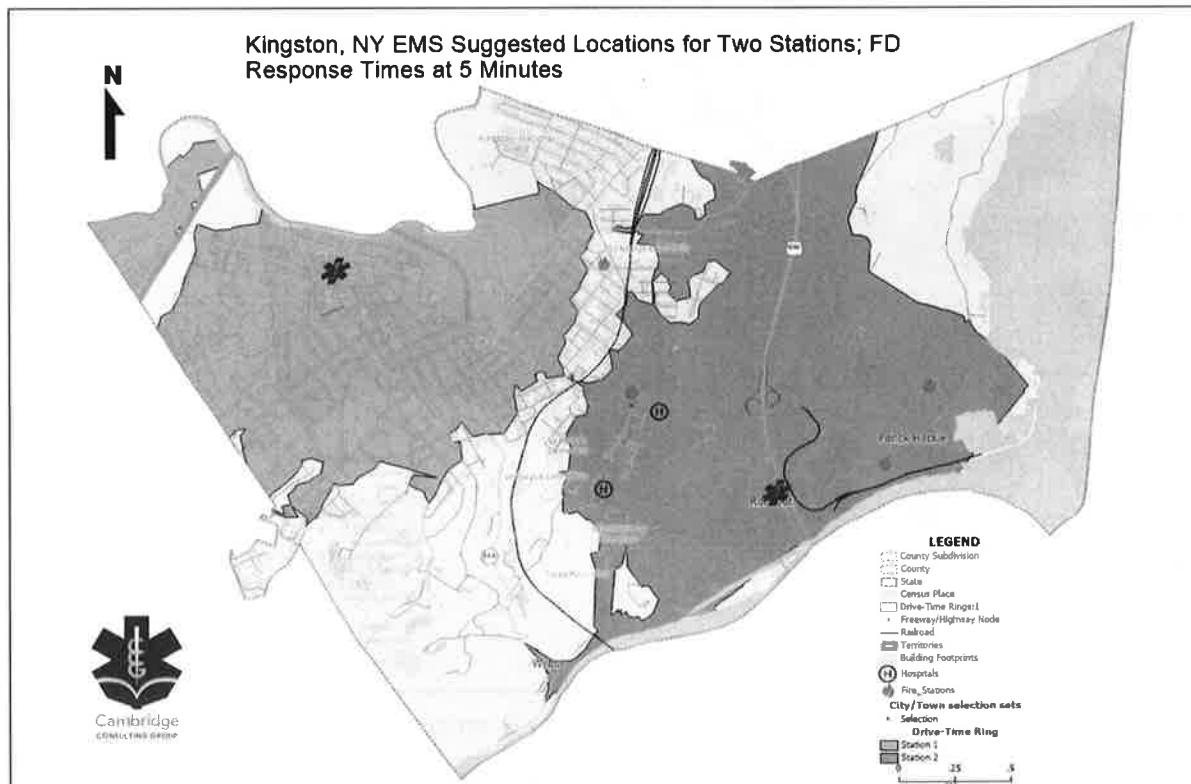


Figure 12: Five Minute response time zones for two FD station based EMS units, not showing activity heat map

Option 2: The second alternative reflects an option if the City is prepared to consider EMS asset locations regardless of existing facilities. This resulted in locations that were not at current Fire Department buildings and would require significant financial investment to construct new facilities.

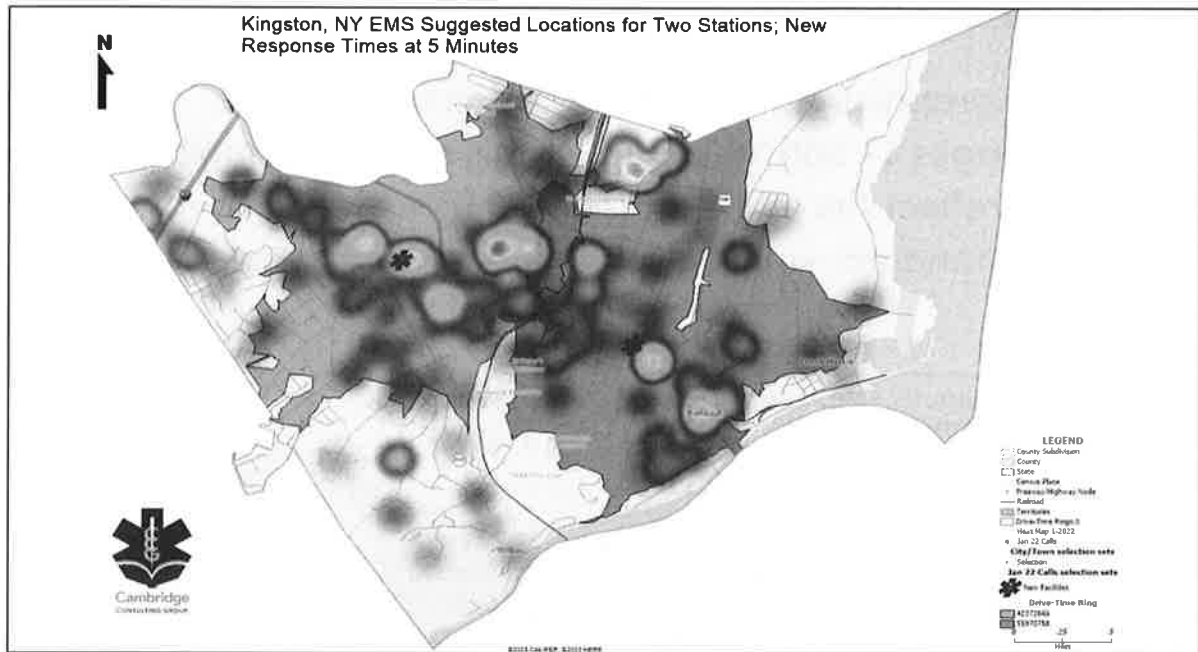


Figure 13: Five Minute response time zones for two new stations

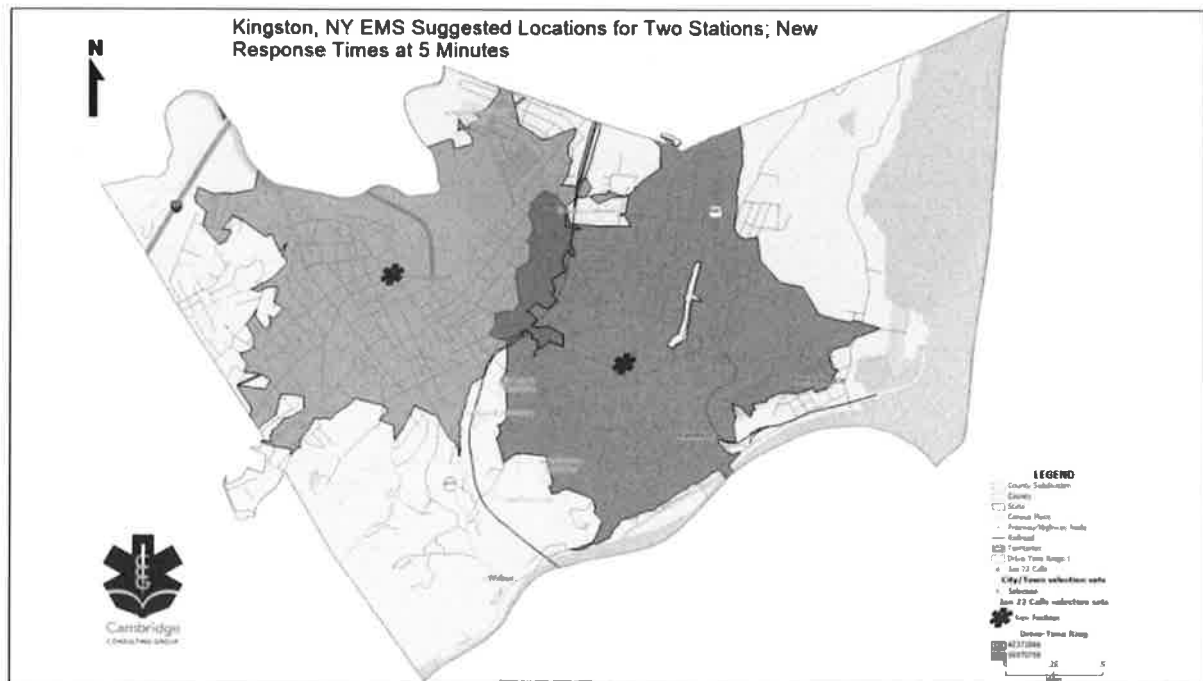
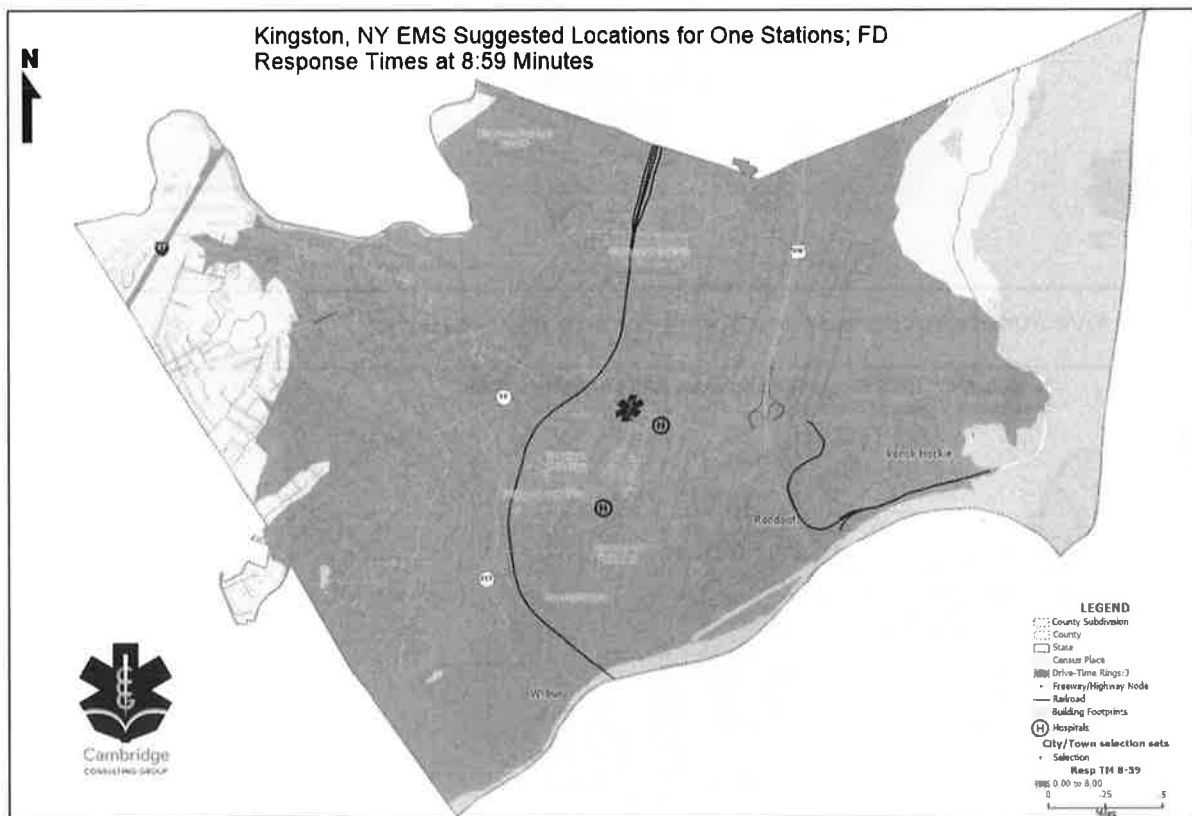
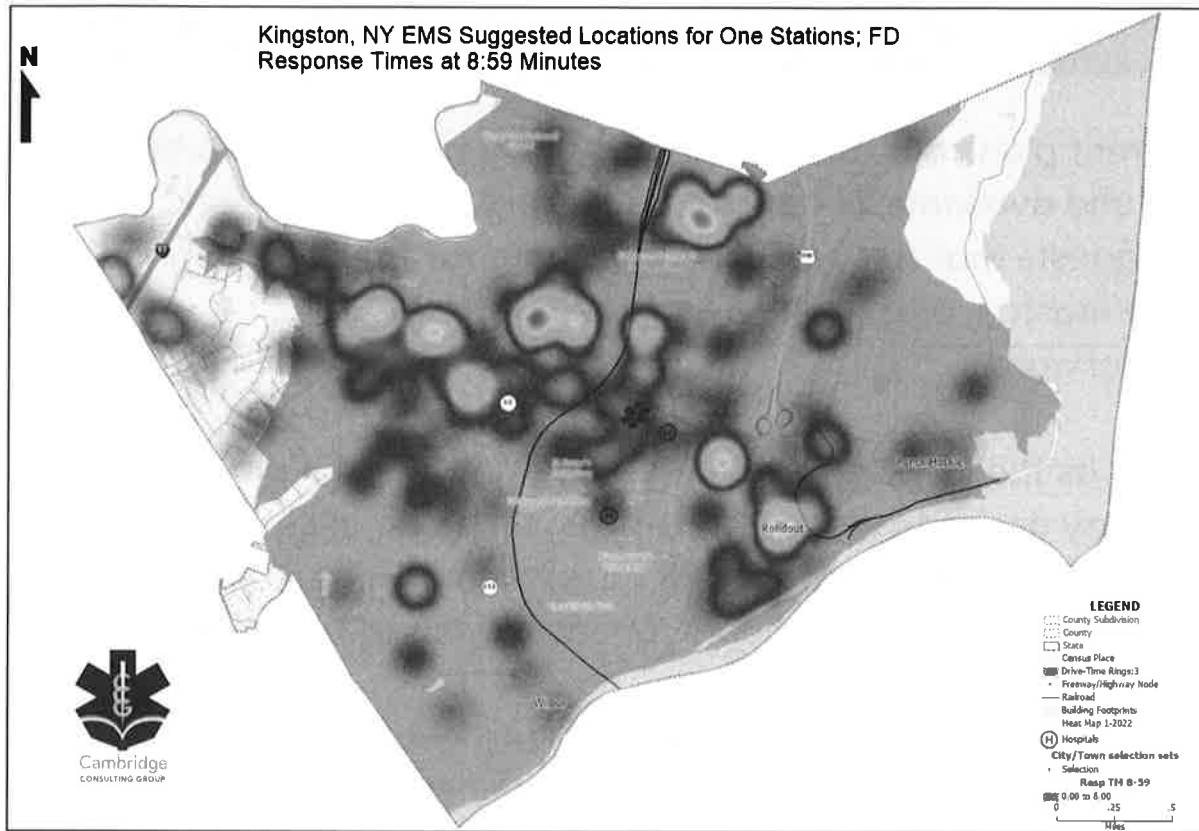


Figure 14: Five Minute response time zones for two new stations without activity heat map

Option 3: A third option is to simply remain using a single station from which to respond to EMS calls. Using the Fire Headquarters location as the sole response station would still provide an adequate capability and reasonable response times to assignments. There are many advantages to a centrally deployed model, which this option represents.

Response map graphics for the single station option were presented on pages 17 and 18, earlier in this report. Changing the parameters to reflect the eight minute and fifty-nine second response time standard, with a one minute turn-out time, results in the following:





This clearly shows that Option One is a very reasonable alternative to those available to Kingston for EMS apparatus positioning. The least costly and most efficient stationing model for Kingston is the single site, Fire Headquarters, model. While it lacks some advantages inherent in the two station models, the additional benefits attributable to centralized deployment, are substantial.

Staffing & Scheduling

The current plan calls for both primary EMS ambulances to be staffed and available 24 hours a day, every day of the week. The data suggests that this would be adequate for the EMS demand load of Kingston, present day. Scheduling for this is straightforward.

However, as the Fire Department gains experience in providing EMS, it may desire to place a third, part time unit in service, to handle predictable surges. In that case, there is a need to identify the best days and hours for such a unit to function.

The firm analyzed the data and was able to average call incidents based on hourly blocks of time for each day of the week. The following matrix was produced.

Daily Volume Distribution; Average

Day of Week	Hour of Day																							
	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Sunday	1	1	1	1	1	1	1	4	1	1	4	5	3	2	2	4	4	4	1	1	3	4	4	3
Monday	6	2	1	2	1	1	1	2	5	5	4	3	5	6	4	4	5	7	4	2	4	1	1	3
Tuesday	2	4	1	1	1	1	1	2	2	4	3	2	8	2	4	2	2	4	1	1	2	1	1	1
Wednesday	1	1	1	1	1	1	2	1	6	4	1	3	5	1	3	1	2	2	3	2	3	1	2	2
Thursday	2	2	1	1	1	1	2	1	1	1	2	3	4	2	4	1	1	2	1	2	1	3	2	1
Friday	1	1	2	1	1	1	1	1	1	2	2	4	3	3	5	6	2	3	2	3	2	1	4	1
Saturday	1	3	2	2	1	3	2	3	1	4	1	4	2	3	2	5	1	2	1	6	2	5	3	1

Using an 8-hour daily “power shift” unit, the following would be suggested for scheduling purposes.

Day of Week	Hour of Day																							
	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Sunday	1	1	1	1	1	1	1	4	1	1	4	5	3	2	2	4	4	4	1	1	3	4	4	3
Monday	6	2	1	2	1	1	1	2	5	5	4	3	5	6	4	4	5	7	4	2	4	1	1	3
Tuesday	2	4	1	1	1	1	1	2	2	4	3	2	8	2	4	2	2	4	1	1	2	1	1	1
Wednesday	1	1	1	1	1	1	2	1	6	4	1	3	5	1	3	1	2	2	3	2	3	1	2	2
Thursday	2	2	1	1	1	1	2	1	1	1	2	3	4	2	4	1	1	2	1	2	1	3	2	1
Friday	1	1	2	1	1	1	1	1	1	2	2	4	3	3	5	6	2	3	2	3	2	1	4	1
Saturday	1	3	2	2	1	3	2	3	1	4	1	4	2	3	2	5	1	2	1	6	2	5	3	1

Vehicles

Fleet of vehicles reported as those to be used for EMS initially:

- A. 2006 Ford Type III ambulance with 50,000 mi. and a diesel engine.
- B. 2012 Ford Type II ambulance with 46,000 mi. and a gas engine.
- C. 2016 Ford Type III ambulance with 93,000 mi. and a gas engine.

Type II ambulance vehicles are usually considered the least expense to acquire and mechanically maintain. However, their safe, useful life is the shortest. Type III ambulances are thought to be moderately priced for purchase, but more expensive to service with a longer life expectancy. Last, the Type I vehicle is normally the most expensive to buy and maintain, but often last longer.

Type II ambulances have the least workspace inside and can be somewhat cramped when treating patients with extensive injuries or requiring substantial medical care. While both the Type I and III units provide more spacious accommodations, which benefit the patient and crew.

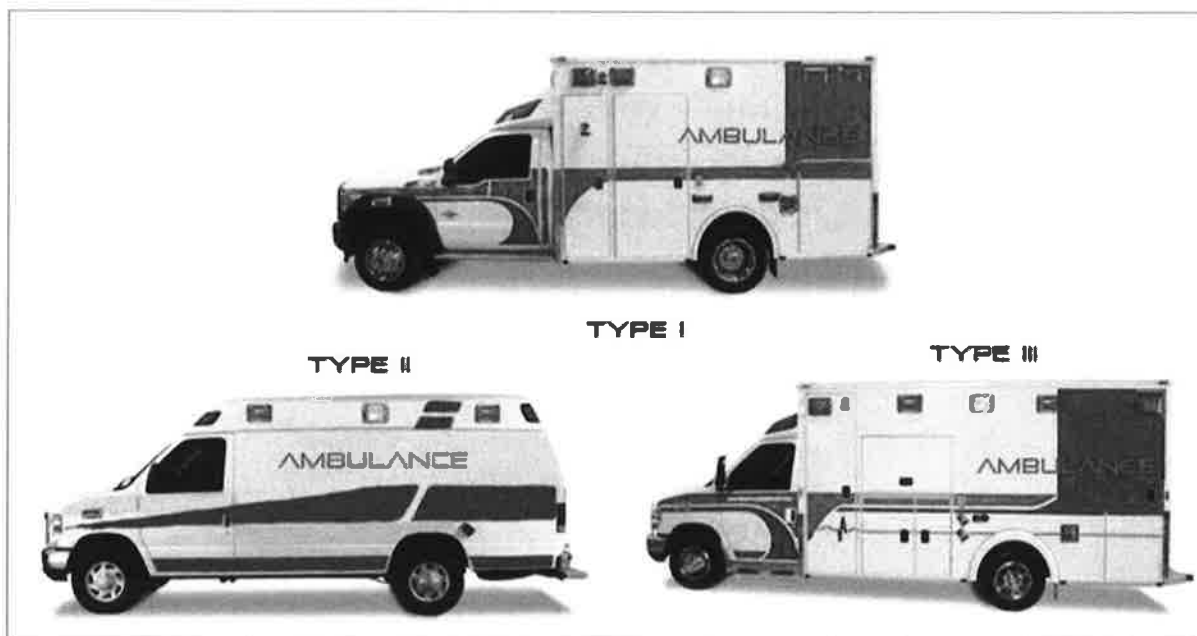


Figure 15: Types of ambulances

The overall useful and safe life of an EMS vehicle is dependent on several variables. First, the Type of unit selected, as described above, has an effect. Secondly, the level of activity the vehicles bear is a predominate influencer of how long each unit will be optimal for use. Third, the road and traffic conditions¹⁰ play a substantial role in the ability of EMS apparatus to sustain nominal operating capabilities. The worse the roads (potholes, loose gravel, uneven surfaces, salt build up, etc.) the more mechanical wear will occur with vehicles. Likewise, the heavier the traffic load the higher the incidents of accidents causing body damage which corresponds to stress wear on the patient compartment in particular.

The last element that dramatically affects the longevity of EMS ambulances is the adequacy and quality of the maintenance they receive. Caring for such emergency vehicles requires specialty skills and knowledge and is rarely performed properly through normal maintenance processes. Ambulances require distinct preventative maintenance programs and mechanics educated and certified to the Emergency Vehicle Technician¹¹ level.

Considering the urban nature of Kingston and the reported EMS volume spread over two primary vehicles, with a third in reserve, a reasonable expectation is that the units should last up to 150,000 miles each. This is provided they are maintained appropriately.

¹⁰ Included in this category is weather since it has a direct effect on both road and traffic conditions.

¹¹ See <http://www.evtcc.org/>

Planning for replacement of the current fleet should begin now and a ten year capital budget for this purpose should be developed. The cost of a new, fully loaded, ambulance is highly dependent on the Type of vehicle and the equipment selected for outfitting¹². The current cost can easily range from \$110,000 to \$150,000. Certain equipment included with ambulances that significantly affect their cost, are radios, mobile data terminals and GPS, the type of stretcher selected (manual versus powered), heating and air conditioning system, and others.

Replacement vehicle should be staggered by at least four to six months, if at all possible. This allows for break-in time and identification of manufacturer warranted repairs that may be necessary and new delivery punch-list items that require completion. The vehicle capital replacement schedule can be projected following three to four months of operations. By that time, the Fire Department should be able to forecast mileage accumulation and predict the month and year each ambulance will reach 150,000 total miles.

Build time needs to be included in the budget planning process to accommodate the length of time manufactures current take to deliver ambulances. As recently as 2022, reported delivery times were 14 to 24 months, depending on the Type, for new ambulances from date of order submission.

12 Medical equipment should be considered as separate capital items and replaced on a different schedule. This is because their useful life includes advancement of clinical technology with may outpace their physical or operating life.

Summary

In conclusion, the Cambridge Consulting Group finds that the current transition plan under use by Kingston, moving EMS services from a private, contracted vendor to its municipal fire department, is adequate. Further, the initial use of two, 24/7 ALS ambulances, placed centrally at the City's Fire Headquarters, is a good solution. It should provide very reasonable service and mostly deliver necessary EMS appropriately. Maturation of the Fire Department's EMS operations should allow for the honing of what assets are needed for optimal service, placement of those resources and how often they are scheduled for use. This assessment can be done over time as volume and response time data becomes available.

The Cambridge Consulting Group would like to thank the City of Kingston for the opportunity to conduct this assessment.

Special note should be made regarding this study, that the two years of data analyzed throughout included 2022 & 2023. The reader is cautioned that there may have been some lingering effects of the COVID-19 pandemic that affected healthcare systems, including emergency medical services activities, which may render some data as inconsistent with long term trends.



The EMS Transition Plan

Emergency Ambulance Transport Plan

Personnel

1. Staff both ambulances with personnel from the 53 sworn firefighter/EMTs employed by City of Kingston.
2. Increase staffing throughout 2024 by 16 Firefighter/EMT or Firefighter/Medic.
3. Staff two ALS ambulances once sufficient paramedics are hired.
 - a. Start off (January and February) with 1 ALS (part of the 53 members) and 1 BLS.
 - b. Staffing will be with OT EMTs and every fourth day a OT medic.
4. House all ambulances at Company 1 (19 E. O'Reilly St)
 - a. Once staffing has been completed, reevaluate the housing of the ambulances and dispatching.
5. Look to add a fourth ambulance for reserve or replacing a current ambulance.

Staffing

1. Two ALS ambulances, 24hrs 365 days. Personnel assigned to the ambulance are FF/EMTs and FF/Medics. They are City of Kingston Fire Department employees and covered under KPFFA Local 461.
2. 680 & 682 will be ALS ambulances. Staffing will consist of 1 Medic and 1 EMT.
3. 681 BLS will be and BLS ambulance. Staffing will consist of 1 EMT and 1 Mental Health Clinician
4. 681 will be utilized as a Mental Health Ambulance and backup ambulance.
5. 681 will be available 24 hrs 365 days as backup and/or 3 ambulances out on emergency calls.
 - a. 3rd ambulance out will have 1 EMT bring ambulance to the scene.
 - b. 1 FF/EMT from the fire apparatus will assist in transporting to hospital.
6. Car 5 will be utilized whenever 681 is in service or put in service as an emergency ambulance.

7. Transport will be to Health Alliance Benedictine Campus unless Medic deems patient needs higher level of care.
 - a. If transporting to Poughkeepsie/Westchester/Albany, then two personnel plus one medic shall be ordered back to man 681.
8. If a fourth medical call is dispatched, and none of the three ambulances are available, Kingston Fire will request an ambulance under Ulster County's Mutual Aid Plan.
9. All units, after transferring care to the Emergency Room nurse, shall place the unit "In Service" as soon as possible.
10. All ambulances will be housed out of Company 1 and dispatched using Company 1 tones.
11. All personnel assigned to the ambulances shall adhere to all Kingston Fire Department SOPs, General Orders, Rules and Regulations, NYS Dept. of Health Law, NYS Collaborative Protocols as well as all regional policies and procedures.

Equipment

1. 2006 Ford Type III ambulance w/ 50000 miles -Diesel
2. 2012 Ford Type II ambulance w/ 46000 miles - gas
3. 2016 Ford Type III ambulance w/93000 miles - gas

Stations

Kingston Fire Department Station 1 - Headquarters

19 East O'Reilly Street, Kingston, NY

Established in 1757, the Kingston Fire Department provides fire suppression, rescue, and emergency medical services to the City of Kingston, New York, with a combination of career personnel and volunteers.

Kingston Fire Department Station 2

25 Frog Alley, Kingston, NY

Kingston Fire Department Station 3

5 Garraghan Drive, Kingston, NY

Kingston Fire Department Station 4: CLOSED, No longer exists

17 Wiltwyck Avenue, Kingston, NY

Kingston Fire Department Station 6: CLOSED, No longer exists

87 Hone Street, Kingston, NY

Kingston Fire Department Station 8 - Marine Unit

216 Delaware Avenue, Kingston, NY

F7A

CITY OF KINGSTON
Common Council and Mayor's Office

Andrea Shaut
Council President



Steven Noble
Mayor

Kingston Common Council
420 Broadway
Kingston, NY 12401

RE: Pike Plan

Dear Members of the Common Council,

In the 1970's during a time when retail in the historic uptown business district felt threatened by the new Hudson Valley Mall, in the Town of Ulster, the City's reaction was to attach a canopy to over 40 buildings, each of which make up a core part of our National Historic District designation. At the time, a proposed Wall Street Mall (Photo 1) was considered, which would have created a pedestrian only mall in this area. While the entire plan was not enacted, the sidewalk structure was created and has caused the community trouble ever since. The Pike Plan did not stop the loss of retail in uptown and continued decline took place. Fast forward to 2010, the City received some grant funds and implemented a tax to redevelop the Pike Plan into what we see today.

Collectively, we believe the best decision the City of Kingston can make regarding this structure is to remove it and return to the historic facades of our Stockade District. The attached pictures (Photo 2-5) show examples of how these buildings used to look. Kingston has worked extensively to protect and preserve its historic buildings and architecture and the Pike Plan is not a part of that historic fabric. We believe that these buildings should be restored, opening up the storefronts to the sunlight for the first time in 40 years.

In 2019, the City of Kingston Engineer estimated a removal cost of \$868,300, which would be \$1,056,000 in today's dollars. We feel this is a relatively low cost, which will have substantial benefits. The Pike Plan has no previous obligations or restrictions, so, with approval, work could begin immediately to restore these buildings. We would envision a two-phased approach. The first phase would be to remove the City owned structure and make immediate weatherproofing repairs at the attachment point with each building. The second phase would assess the condition of each façade where it was attached and create a detailed scope of work to assist the property owners in returning these impacted sections to the condition of the original building.

Please feel free to contact us if you have any questions or concerns.

Sincerely,

Steven T. Noble
Mayor

Andrea Shaut
Council President

CITY OF KINGSTON - DEMOLITION OF SIDEWALK CANOPY

FOR JOHN M. SCHULTHEIS, CITY ENGINEER

JANUARY 00, 2019

DESCRIPTION	INITIAL PROJECT BUDGET				
	QUANTITY	U/M	UNIT PRICE	EXTENSION	TOTAL
DEMOLITION					
2 1 - 16 WALL STREET					\$156,459
19 17 - 28 WALL STREET					\$189,970
39 28 - 35 NORTH FRONT STREET					\$162,208
55 36 - 47 NORTH FRONT STREET					\$79,994
<hr/>					
69 SUBTOTAL - TRADE COSTS					\$588,630
70 GENERAL CONDITIONS, OVERHEAD, FEE, BOND & INSURANCE	22.93%		\$588,630		\$134,973
71 SUBTOTAL					\$723,603
72 10% DESIGN AND 10% CONSTRUCTION CONTINGENCY	20.00%		\$723,603		\$144,721
<hr/>					
TOTAL	1,356	LF	\$640.34		\$868,300

1 - 16 WALL STREET	401	LF	
17 - 28 WALL STREET	397	LF	
28 - 35 NORTH FRONT STREET	341	LF	
36 - 47 NORTH FRONT STREET	217	LF	

CITY OF KINGSTON - DEMOLITION OF SIDEWALK CANOPY

FOR JOHN M. SCHULTHEIS, CITY ENGINEER

JANUARY 00, 2019

#	DESCRIPTION	QUANTITY	U/M	INITIAL PROJECT BUDGET		TOTAL
				UNIT PRICE	EXTENSION	
1	DEMOLITION					
2	1 - 16 WALL STREET	401	LF	\$390.17		\$156,459
3	TEMPORARY MAINTENANCE & PROTECTION	401	LF	\$37.80	\$15,156	
4	REMOVAL OF FLAT ROOF	2,603	SF	\$3.80	\$9,896	
5	REMOVAL OF SLOPED ROOFS	443	SF	\$3.80	\$1,684	
6	REMOVAL OF SKYLIGHTS	9	EA	\$816.00	\$7,344	
7	REMOVAL OF ROOF FRAMING	3,046	SF	\$2.40	\$7,302	
8	REMOVAL OF CEILINGS	3,046	SF	\$0.80	\$2,424	
9	REMOVAL OF LIGHTS & MAKE SAFE	23	EA	\$248.40	\$5,713	
10	REMOVAL OF RAILS	179	LF	\$29.00	\$5,191	
11	REMOVAL OF COLUMNS	23	EA	\$966.00	\$22,218	
12	CUT COLUMNS & TEMPORARY SUPPORT	31	EA	\$1,449.00	\$44,919	
13	MODIFICATION AT BASE OF COLUMNS	31	EA	\$454.50	\$14,090	
14	REMOVAL OF SIGNS	10	LF	\$29.00	\$290	
15	REMOVAL OF BOLLARDS	0	EA	\$324.00	\$0	
16	REMOVAL OF DEBRIS	170	CY	\$35.50	\$6,035	
17	MODIFICATIONS TO EXISTING FAÇADE	401	LF	\$35.40	\$14,196	
18						
19	17 - 28 WALL STREET	397	LF	\$478.51		\$189,970
20	TEMPORARY MAINTENANCE & PROTECTION	397	LF	\$37.80	\$15,005	
21	REMOVAL OF FLAT ROOF	2,907	SF	\$3.80	\$11,052	
22	REMOVAL OF SLOPED ROOFS	408	SF	\$3.80	\$1,551	
23	REMOVAL OF SKYLIGHTS	9	EA	\$816.00	\$7,344	
24	REMOVAL OF ROOF FRAMING	2,626	SF	\$2.40	\$6,296	
25	REMOVAL OF CEILINGS	2,626	SF	\$0.80	\$2,090	
26	REMOVAL OF LIGHTS & MAKE SAFE	28	EA	\$248.40	\$6,955	
27	REMOVAL OF RAILS	257	LF	\$29.00	\$7,453	
28	REMOVAL OF COLUMNS	10	EA	\$966.00	\$9,660	
29	CUT COLUMNS & TEMPORARY SUPPORT	52	EA	\$1,449.00	\$75,348	
30	MODIFICATION AT BASE OF COLUMNS	52	EA	\$454.50	\$23,634	
31	REMOVAL OF SIGNS	0	LF	\$29.00	\$0	
32	REMOVAL OF BOLLARDS	11	EA	\$324.00	\$3,564	
33	REMOVAL OF DEBRIS	168	CY	\$35.50	\$5,964	
34	MODIFICATIONS TO EXISTING FAÇADE	397	LF	\$35.40	\$14,054	
35						
36	28 - 35 NORTH FRONT STREET	341	LF	\$475.68		\$162,208
37	TEMPORARY MAINTENANCE & PROTECTION	341	LF	\$37.80	\$12,888	
38	REMOVAL OF FLAT ROOF	1,859	SF	\$3.80	\$7,068	
39	REMOVAL OF SLOPED ROOFS	403	SF	\$3.80	\$1,532	
40	REMOVAL OF SKYLIGHTS	15	EA	\$816.00	\$12,240	
41	REMOVAL OF ROOF FRAMING	2,262	SF	\$2.40	\$5,423	
42	REMOVAL OF CEILINGS	2,262	SF	\$0.80	\$1,800	
43	REMOVAL OF LIGHTS & MAKE SAFE	14	EA	\$248.40	\$3,478	
44	REMOVAL OF RAILS	108	LF	\$29.00	\$3,132	
45	REMOVAL OF COLUMNS	6	EA	\$966.00	\$5,796	
46	CUT COLUMNS & TEMPORARY SUPPORT	45	EA	\$1,449.00	\$65,205	
47	MODIFICATION AT BASE OF COLUMNS	45	EA	\$454.50	\$20,453	
48	REMOVAL OF SIGNS	0	LF	\$29.00	\$0	
49	REMOVAL OF BOLLARDS	18	EA	\$324.00	\$5,832	
50	REMOVAL OF DEBRIS	149	CY	\$35.50	\$5,290	
51	MODIFICATIONS TO EXISTING FAÇADE	341	LF	\$35.40	\$12,072	
52						
53	36 - 47 NORTH FRONT STREET	217	LF	\$368.63		\$79,994
54	TEMPORARY MAINTENANCE & PROTECTION	217	LF	\$37.80	\$8,202	
55	REMOVAL OF FLAT ROOF	1,547	SF	\$3.80	\$5,881	
56	REMOVAL OF SLOPED ROOFS	0	SF	\$3.80	\$0	
57	REMOVAL OF SKYLIGHTS	4	EA	\$816.00	\$3,264	
58	REMOVAL OF ROOF FRAMING	1,547	SF	\$2.40	\$3,709	
59	REMOVAL OF CEILINGS	1,547	SF	\$0.80	\$1,231	
60	REMOVAL OF LIGHTS & MAKE SAFE	11	EA	\$248.40	\$2,732	
61	REMOVAL OF RAILS	175	LF	\$29.00	\$5,075	
62	REMOVAL OF COLUMNS	5	EA	\$966.00	\$4,830	
63	CUT COLUMNS & TEMPORARY SUPPORT	18	EA	\$1,449.00	\$26,082	
64	MODIFICATION AT BASE OF COLUMNS	18	EA	\$454.50	\$8,181	
65	REMOVAL OF SIGNS	0	LF	\$29.00	\$0	
66	REMOVAL OF BOLLARDS	0	EA	\$324.00	\$0	
67	REMOVAL OF DEBRIS	88	CY	\$35.50	\$3,124	
68	MODIFICATIONS TO EXISTING FAÇADE	217	LF	\$35.40	\$7,682	

danda inc.

CITY OF KINGSTON - DEMOLITION OF SIDEWALK CANOPY

FOR JOHN M. SCHULTHEIS, CITY ENGINEER

JANUARY 00, 2019

DESCRIPTION	INITIAL PROJECT BUDGET				TOTAL
	QUANTITY	U/M	UNIT PRICE	EXTENSION	
69 SUBTOTAL				\$588,630	\$588,630



Photo 1- Wall Street Mall



Photo 2- Wall Street c. 1900



Photo 3- Wall St. Stores, c. 1937



Photo 4- Wall St. looking to N. Front Street, c. 1940




Photo 5- Head of Wall St. c. 1960

**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: MAYOR DATE: 3-22-24

Description:
Requesting authorization of a \$1.2 million bond for restoration of historic façade.

Estimated Financial Impact: \$ _____ 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		

FIA

CITY OF KINGSTON

Office of the City Clerk & Registrar of Vital Statistics

cityclerk@kingston-ny.gov

Steven T. Noble, Mayor
Elisa Tinti, City Clerk & Registrar



Kwame WiafeAkenten, Deputy Clerk
Susan Mesches, Deputy Registrar

March 25, 2024

Dear President Shaut,

Please accept this request for a 2024 budget transfer from contingency in the City Clerk's Office in the amount of \$5,000.00 to cover overages in the Claims & Judgements budget line.

Regards,
Elisa Tinti

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

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

DEPARTMENT: City Clerk DATE: 3/25/24

Description: Transfer from contingency in the amount of \$5,000.00 in the City Clerk's budget To cover overages in Judgement and Claims

From: A1.1990.5404	Contingency	\$5,000.00
To: A1.1930.5401	Judgements & Claims	\$5,000.00

Estimated Financial Impact: \$5,000.00 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		

