

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

F+A

Edward Norman, Superintendent
Ryan M. Coon, Deputy Superintendent



Steven T. Noble, Mayor

July 28, 2022

Hon. Andrea Shaut, President
Common Council
420 Broadway
Kingston, NY 12401

RE: Internal Transfer

Dear President Shaut,

Attached you will find an internal transfer request which will cover shortfalls in a few accounts. We respectfully request this communication be submitted to the Council for review.

Your assistance in this matter is greatly appreciated.

Sincerely,

Edward Norman
Superintendent Public Works


EN/mkt
Enclosures

Cc: Comptroller John Tuey
City Clerk Elisa Tinti

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: <u>Public Works</u>	DATE: <u>7/28/2022</u>
Description:	
GENERAL FUND – Internal transfer of \$7,500 as per attached detail. Transfer is to cover shortfalls in accounts	
Estimated Financial Impact: \$ 0	Signature 

Motion by _____

Seconded by _____

Action Required:

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

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Tony Davis, Ward 6		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

CITY OF KINGSTON
Office of Housing Initiatives

FIA

Bartek Starodaj, Director



Steven T. Noble, Mayor

July 28, 2022

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

Re: Proposed Housing Initiatives Grant Transfer

Dear President Shaut,

The Office of Housing Initiatives requests placement on the agenda of the Finance & Audit Committee to discuss a budget transfer.

This budget transfer reallocates an unused grant (#20190346) from the Community Foundations of the Hudson Valley in the amount of \$271,794 toward the ongoing restoration of 33 Franklin, 44 Franklin, and 54 Van Deusen. The rehabilitation of these City-owned properties is currently being supported by a New York State Restore grant. However, the transfer of these additional funds would allow the City to complete a greater portion of the rehabilitation of these homes before they are transferred to RUPCO per Resolution 245 of 2021. Once completed, these homes will be sold to first-time homebuyers at below-market prices.

The original Community Foundations of the Hudson Valley grant was awarded in 2018 to support the renovation of 124 Franklin into offices for the Office of Community Development and the Kingston City Land Bank. 124 Franklin has since been sold to the Kingston City Land Bank and is currently being renovated to be sold as an affordable single-family home.

There is zero financial impact to the City. Thank you for your consideration.

Bartek Starodaj

Director of Housing Initiatives

Cc: Steve T. Noble, Mayor
J. Tuey, Comptroller

<u>Account #</u>	<u>Account Description</u>	<u>Difference</u>
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From:

2070 Cont From Private Agency (CFHV)	271,794
	<u>271,794</u>

To:

472 Contracted Services	<u>271,794</u>
	<u>271,794</u>

FIA

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

Steven T. Noble, Mayor



Lynsey Timbrouck, Director

July 28, 2022

Dear President Shaut:

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

Due to the increase in facility rentals and program registration, we have accrued more revenue than originally budgeted. This has resulted in a need for additional staffing and overtime to accommodate the influx of requests and demands.

I respectfully request an internal transfer totaling \$59,150. Please see the attached spreadsheet for details.

Thank you in advance for your consideration.

Respectfully,

Lynsey Timbrouck
Director, Kingston Parks and Recreation

cc: John Tuey, Comptroller, City of Kingston

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**


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

DEPARTMENT: Parks and Recreation DATE: 7/28/2022

Description:

Internal budget transfer of \$59,150 to reconcile department accounts.

(See attached spreadsheet)

Estimated Financial Impact: \$0 Signature 

Motion by _____

Seconded by _____

Action Required:

SEQRA Decision:
 Type I Action
 Type II Action
 Unlisted Action

Negative Declaration of Environmental Significance:

Conditioned Negative Declaration:

Seek Lead Agency Status:

Positive Declaration of Environmental Significance:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Tony Davis, Ward 6		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

General Fund Budgetary Transfer

Account #	Amount	Description
7620.5103	\$2,000.00	Adult Rec. Overtime Pay
7180.5103	\$600.00	Beach/Pool Overtime Pay
7180.5484	\$6,000.00	Chemical Materials/Supplies
7110.5103	\$12,000.00	Parks Overtime Pay
7110.5110	\$4,000.00	Parks Shift Differential
7110.5834	\$1,000.00	Uniform Allowance
7141.5111	\$6,000.00	RNC Seasonal Employees
7141.5472	\$750.00	RNC Contracted Services
7140.5111	\$8,000.00	Playgrounds Seasonal Employees
7210.5425	\$1,800.00	Dietz Water
7210.5103	\$5,000.00	Dietz Overtime Pay
7210.5472	\$6,000.00	Dietz Contracted Services
7240.5103	\$2,000.00	Zoo/Nature Center Overtime Pay
7250.5103	\$1,000.00	Env. Ed & Sust. Overtime Pay
7310.5103	\$3,000.00	Youth Programs Overtime Pay
Total:	\$59,150.00	
Take from:		
7020.5464	\$900.00	Rec Admin. Advertising
7110.5101	\$12,050.00	Parks Regular Pay

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov



Steven T. Noble
Mayor



July 29th, 2022

Honorable Andrea Shaut
President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

Re: City of Kingston Disposition Policy

Dear President Shaut,

The Kingston City Land Bank was established in 2018 with the explicit purpose of rehabilitating the City's vacant tax-foreclosed housing stock and returning them to the tax rolls. Over the past few years, the Common Council has agreed to dispose of City-owned property to the Kingston City Land Bank (KCLB) for the full price of the back taxes. However, it has done so without the guidance of a clear disposition policy.

A written disposition policy for City-owned property would increase certainty for an organization such as the KCLB and other parties that might wish to acquire and redevelop City-owned properties. Most importantly, it would clarify which City-owned properties the Land Bank would receive and the funding it would need to acquire and rehabilitate each property. This would accelerate the overall redevelopment timeline, thereby allowing the KCLB to sell each property more quickly as an affordable homeownership opportunity. At a time when we desperately need additional housing stock, this is an important process improvement. It would also reduce the cost of City staff to maintain vacant properties and reduce the negative impact vacant homes have on the surrounding neighborhood.

I ask that you please forward this communication to the next regularly scheduled Finance & Audit Committee for consideration. I will forward a full copy of the proposed resolution prior to the meeting. If you have any questions on this proposal, you can contact our Housing Director Bartek Starodaj.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Steven T. Noble'.

Steven T. Noble
Mayor