

**FINANCE/AUDIT COMMITTEE MEETING
DECEMBER 8, 2021**

*****THIS MEETING IS HYBRID*** IN PERSON AT CITY HALL IN
COUNCIL CHAMBERS AND VIRTUAL*****

NEW BUSINESS

- 1 – Budget Transfer for KFD – Chief Rea
- 2 – Budget Transfer for the Office of Community Development – A. Bruck
- 3 – Budget Transfer for the Planning Office – S. Cahill
- 4 – Budget Transfer for the Planning Office – S. Cahill
- 5 – CSEA MoA – Mayor Noble
- 6 – Budget Transfer for DPW – E. Norman
- 7 – Budget Transfer for the Clerk’s Office – E. Tinti
- 8 – Budget Transfer for the Comptroller’s Office – J. Tuey.

OLD BUSINESS

1. Pike Plan- Alderman Tallerman
2. City Hall Restoration- Alderman Tallerman

①

FIA

MEMO

Date: 11/19/2021

To: President Shaut

From: Chief Chris Rea

Re: Line item transfer

Attached is a Finance and Audit Committee Report requesting a transfer of funds for the replacement of a turnout gear extractor. The extractor/washer being replaced was purchased in 2003. The machine is vital in maintaining personnel's health by removing the carcinogens which get trapped in their turnout gear. This transfer has zero financial impact to the fire departments 2021's budget.

Gauch Distributing, Inc.

474 North Greenbush Road, Rensselaer, NY 12144

Sales & Service: 518-283-8302

Fax: 518-283-8307

Date: November 17, 2021

| New Account: | | Existing Account: | | Account #: | |
|---|--|-------------------|-----------------------------|------------------|--|
| Bill to: | | | Ship To: | | |
| Name : Kingston Fire Department, Central Station | | | SAME | | |
| Address: 19 East O'Reilly Street | | | | | |
| City: Kingston | | | | | |
| State: NY | | | | | |
| Zip: 12401 | | | | | |
| POC: Matt Koch, Deputy Chief | | | Add'l POC: Chris Rea, Chief | | |
| Phone: C: 845-249-0809 O: 845-331-2146 | | | | | |
| Email: mkock@kingston-ny.gov | | | crea@kingston-ny.gov | | |
| Qty | Equipment Quote | Unit Price | Total | | |
| 1 | Continental EH040 40 lb. Soft Mount Washer-Extractor 208-240/60/1 | 10,548.00 | 10,548.00 | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 1 | Brightlogic Pump - Dual | 547.00 | 547.00 | | |
| 1 | Case TURNOUT detergent (2 gal/case) | 98.00 | 98.00 | | |
| 1 | Case LAUNDRY GUARD super-concentrated sanitizer (2 gal/case - 3 oz/hundred weight) | 245.00 | 245.00 | | |
| 1 | Tubing Kit (transfer tubes, squeeze tube, fittings) | NC | NC | | |
| | | | Total for Equipment | 11,438.00 | |
| *As of this date, we are being told that lead times are 6-8 weeks for washers. Drop Ship to KFD at Address Above | | | Factory Freight | 450.00* | |
| | | | Remove Old Equipment | Not Included | |
| | | | Installation | Not Included | |
| Make all checks payable to: Gauch Distributing, Inc. | | | Sub-Total | 11,888.00 | |
| If tax exempt, current certificate must accompany customer's signed order. | | | Sales Tax 8 % | Not Applicable | |
| Payment required with order. | | | Total | 11,888.00 | |
| 3% surcharge for credit card purchases over \$1,000. | | | Payment in Full Check# | | |
| Return trips due to customer unpreparedness subject to return trip charges. | | | Amount to be Financed | | |
| Warranty: In Accordance with Manufacturer's warranty at time of sale. | | | | | |
| Prices valid for 30 days from date of quote. | | | | | |

Purchaser warrants that any machinery given in trade is free and unencumbered.

Note: Acceptance of your order is subject to approval by our office.

| | | | |
|--|--------------------|--|--|
| Accepted for Seller | | By accepting this order, you agree to the terms listed in the Special Instructions | |
| Gauch Distributing, Inc. | | Accepted by Purchaser: | |
| By: Paul Rosamilia | paul@gauchdist.com | By (Print Name): | |
| Date: 11/17/2021 | | Date: | |
| Sales Rep Signature: <i>Paul Rosamilia</i> | | Signature: | |



66 Firemens way
 Poughkeepsie NY 12603
 United States

Quote

Date 09/28/2021
 Quote # QT1510904
 Expires 10/13/2021
 Sales Rep Sommerville, Dan
 PO #
 Shipping Method Freight Fee

Bill To
 KINGSTON FIRE DEPT/CITY OF
 19 EAST O'REILLY STREET
 KINGSTON NY 12401

Ship To
 KINGSTON FIRE DEPT/CITY OF
 19 EAST O'REILLY STREET
 KINGSTON NY 12401

| Item | Alt. Item # | Units | Description | QTY | Unit Sales Pr... | Amount |
|--------|-----------------|-------|---|-----|------------------|-----------|
| GROVES | EWHM40 | | EWHM40 Custom GROVES Extractor Washer 40LB preprogramed to NFPA 1851 compliance | 1 | 13,052.65 | 13,052.65 |
| GROVES | ADS-Seko-2 P... | | ADS-Seko-2 Pump Custom GROVES Auto Soap Dispenser Seko - 2 Pump LV-Pumps Viton FPM | 1 | 415.35 | 415.35 |

Subtotal 13,468.00
Shipping Cost (Freight Fee) 970.00
Total \$14,438.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1510904

2

CITY OF KINGSTON
Office of Community Development
abruck@kingston-ny.gov

Amanda L. Bruck, Director



Steven T. Noble, Mayor

December 6, 2021

Dear President Shaut,

I am respectfully request you accept my late communication for a budget modification to be put before committee.

The budget modification is to transfer reimbursements already received by the City to contractual services so our vendors can be paid for services rendered.

Thank you for your consideration,


Mandy

Amanda L. Bruck
Director, Office of Community Development

THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

| | |
|--|--|
| DEPARTMENT <u>Office of Community Development</u> | DATE <u>December 3, 2021</u> |
| Description: | |
| Transfer from: A16989.23.43389 NYS Grants \$20,164.34 | |
| Transfer to: A16989.13.5301 Contractual Services \$20,164.34 | |
| Estimated Financial Impact <u>\$ 0</u> | Signature  Director, Community Development |

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

3

F&A

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov

Suzanne Cahill, Planning Director
Kyla Dedca, Assistant Planner



Steven T. Noble, Mayor

November 17, 2021

Ald. At Large Andrea Shaut, President
City of Kingston Common Council
City Hall – 420 Broadway
Kingston, New York 12401

Re: FY 2021 Budget Transfer – Committed Fund Balance to Shade Tree Account

Dear Pre. Shaut:

Due to accounting modifications, the City Comptroller has advised that certain funds which were held in Trust and Agency Accounts are now held in a different fashion. In order to access those funds, a budget transfer is now required. Therefore, I am requesting that the following budget transfer be authorized by the Common Council for purposes of closing out a fund which was set up to accept donations raised by Alderman O'Reilly as part of a community beautification project at the head of Delaware Avenue. The transfer is moving existing funds so that there is no fiscal impact to the City. Therefore, I respectfully request the following budget transfer:

INCREASE BUDGET LINE A1-8560.5472 (Shade Trees – Contracted Expenses) by \$525.00
DECREASE BUDGET LINE: A1-999919.501 (Committed Fund Balance) by \$525.00

A proposed form of Committee Report is attached for your use. If there are any questions, please do not hesitate to contact our office to discuss.

Sincerely,

Suzanne Cahill
Planning Director

CC: S. Noble, Mayor
Ald. R. Scott-Childress, W3, Chairman F&A
J. Tuey, Comptroller

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: Shade Trees DATE: Nov 2021

Description: Authorize FY 2021 Budget Modification as follows:

INCREASE BUDGET LINE A1-8020.5103 (Shade Trees-Contracted Expenses) by \$525.00
 DECREASE BUDGET LINE: A1-999919.501 (Committed Fund Balance) by \$525.00

Estimated Financial Impact: \$ 0 Signature *Sydney Cahill*

Motion by _____

Seconded by _____

Action Required:

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

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

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

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F&A

CITY OF KINGSTON

Kingston Planning

planning@kingston-ny.gov

Suzanne Cahill, Planning Director
Kyla Dedea, Assistant Planner



Steven T. Noble, Mayor

November 17, 2021

Ald. At Large Andrea Shaut, President
City of Kingston Common Council
City Hall – 420 Broadway
Kingston, New York 12401

Re: FY 2021 Budget Amendment – Planning Overtime

Dear Pre. Shaut:

This is to request that authorization of an internal budget request to cover costs associated with overtime pay in the Planning Board FY 2021 budget. At this time the allocation which was originally adopted, and amended in September 2021, has been depleted and there is a need to cover both current and anticipated costs through the end of the year. The transfer is moving existing funds so that there is no fiscal impact to the City. Therefore, I respectfully request the following budget transfer:

- INCREASE BUDGET LINE A1-8020.5103 (Planning – Overtime Pay) by \$1,000.00
- DECREASE BUDGET LINE: A1-8020.5112 (Planning – Part Time Employees) by 1,000.00

A proposed form of Committee Report is attached for your use. If there are any questions, please do not hesitate to contact our office to discuss.

Sincerely,

Suzanne Cahill
Planning Director

CC: S. Noble, Mayor
Ald. R. Scott-Childress, W3, Chairman F&A
J. Tuey, Comptroller

1 THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

DEPARTMENT: Planning DATE: Nov 2021

Description: Authorize FY 2021 Budget Modification as follows:
 INCREASE BUDGET LINE AI-8020.5103 (Planning - Overtime) by \$1,000.00
 DECREASE BUDGET LINE: AI-8020.5112 (Planning – Part Time Employees) by 1,000.00

Estimated Financial Impact: \$ 0 Signature *Suzanne Cahill*

Motion by _____

Seconded by _____

Action Required:

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

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

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

(b)

FIA

Tinti, Elisa

From: Noble, Steve
Sent: Friday, December 03, 2021 10:09 AM
To: Alderman
Cc: Tinti, Elisa; Tuey, John
Subject: Council Communication regarding CSEA
Attachments: December 2021- CSEA MOA Communication.pdf

Dear Council Members,

Please see the attached communication related to the retention and recruitment program I created as part of the Mayor's recommended budget. I hope this will help with any concerns related to the process and I encourage you to please keep the CSEA raises in as I proposed.

-Steve

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

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



3 December 2021

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

RE: CSEA Memorandum of Agreement

Dear President Shaut,

Please see the attached CSEA MOA that was signed yesterday related to the retention and recruitment plan that I included as part of my 2022 proposal. At this point, what seems clear to me is that some members of the Common Council support the concept of my recruitment and retention policy which will greatly benefit our lowest paid workers but they would have liked to see a written MOA prior to approving funds in the budget. While that message was never shared with me or leadership of CSEA directly, we believe this MOA should now address those concerns. I believe it is not extremely prudent to keep my funding plan as was proposed in the Mayor's recommended 2022 budget.

I ask that this MOA be placed on the Agenda of the December Finance Meeting.

Respectfully,



Steven T. Noble
Mayor

STN:rjv

1 THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

| | |
|--|------------------------|
| DEPARTMENT: <u>Mayor</u> | DATE: <u>12/3/2021</u> |
| Description: Request to Approve the Attached CSEA MOA that amends the 2017-2020 CSEA contract to provide new salary schedule and related provisions | |
| Estimated Financial Impact: | |
| 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 | | |

MEMORANDUM OF AGREEMENT

By and Between

The City of Kingston

and

Civil Service Employees Association, Inc., Local 1000 AFSCME, AFL-CIO,

Kingston City Unit 8951


Ulster County Local #856

The January 1, 2017 through December 31, 2020 Collective Bargaining Agreement by and between the parties is hereby modified as follows. All other provisions remain unchanged except modification of dates where applicable. Subject to ratification by both parties.

1. Term of Agreement. January 1, 2021 through December 31, 2021.
2. Wages: Salary Schedule, as per attached Appendix A, shall take effect 11:59 PM on December 31, 2021. There shall be no retroactive salary payments for any work performed in 2021, or made for work performed in 2021, as a result of future negotiations as it relates to any additional proposed salary increases for 2021, which will occur when the parties continue negotiations for future contract years. The intent is to allow proposals and negotiations of additional salary increases for 2021, but there shall be no retroactive payments for any 2021 wages negotiated and/or applied in the future.
3. Effective January 1, 2022, the job title of Laborer shall require a minimum of a Class D - NYS Driver's License. However, a Laborer employed by the City on or before January 1, 2022, shall not be disqualified or removed from their Laborer position as a result of license suspension or loss. The parties will negotiate drug testing for licensed Laborers during negotiations for future contract years.

So agreed this 2 day of December 2021 and subject to ratification by the parties.

For The City:

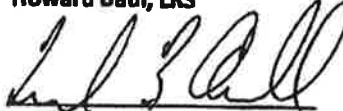


Steve Noble, Mayor

For CSEA:



Howard Baul, LRS



Dan Quesnell, Unit President

APPENDIX A

EFFECTIVE DECEMBER 31, 2021

GRADE 1 ANNUAL SALARY \$45,000

Cleaner
Clerk
Clerk (Spanish Speaking)
Coin Collection Clerk
Dog Warden
Janitor
Maintenance Helper
Receptionist

GRADE 2 ANNUAL SALARY \$47,500

Administrative Aide
Assessor Aide
Bus Operator
Deputy Registrar
Dockmaster
Historic Preservation Admin.
Laborer
Maintenance Laborer
Mechanic's Helper
Ordinance Inspection Officer
Parking Enforcement Officer
Parking Support Officer
Senior Clerk
Stenographer
WWTP Mechanic II
WWTP Operator Trainee
Youth Advocate

GRADE 3 ANNUAL SALARY \$50,000

Account Clerk
Assessment Data Collector
Benefits Account Clerk
Motor Equipment Operator
Motor Equip. Service Ass't
Recreation Assistant
Zoo Caretaker

GRADE 4 ANNUAL SALARY \$52,500

Administrative Assistant
Computer Coordinator
Computer Operator
Dispatcher
Engineering Aide
Environmental Educator
Environmental Specialist I
Heavy Motor Equipment Operator
Housing Code Inspector
Jr. Planning Aide
Maintenance Assistant
Payroll Clerk
Purchasing Assistant
Recreation Leader
Safety Coordinator
Senior Account Clerk
Sewer Maintenance Assistant
Sign Painter
Weighmaster

GRADE 5 ANNUAL SALARY \$55,000

Assistant City Planner
Assistant WWTP Operator (*2A cert*)
Building Inspector
Capital Projects Assistant

Data Collector
Deputy Assessor
Deputy Clerk
Environment Program Operation Specialist
Foreman
Labor Foreman
Maintenance Foreman
Maintenance Mechanic-Welder
Motor Equipment Mechanic
Park Maintenance Supervisor
Parking Supervisor
Plumbing Inspector
Principal Account Clerk
Project Manager
Property Manager
Recreation Director
Road Sewer Construction Foreman
Safety Officer
Senior Engineering Aide
Sewer Foreman
Street Foreman
Tree Maintenance Tech
Transfer Station Operator
Transit Supervisor
Working Supervisor
WWTP Lab Technician
WWTP Maintenance Mechanic III
Zoning Officer

GRADE 6 ANNUAL SALARY \$60,000

Carpenter
Engineering Technician
Finance & Operations Administrator
Garage Foreman
Grants Manager
Fire Inspector
Housing Rehab Specialist I
Jr. Accountant

Motor Equipment Operator – Extra Heavy
Network Support Technician
Skilled Mechanic
Traffic Electrician
WWTP Operator

GRADE 7 ANNUAL SALARY \$65,000

Administrative Account Clerk
Asst. Director of Building Safety and Zoning Enforcement
Garage Shop Superintendent
Principal Account Clerk (*Comptroller's Office Only 1 position*)
WWTP Senior Operator

6

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

Edward Norman, Superintendent
Ryan M. Coon, Deputy Superintendent



Steven T. Noble, Mayor

December 6, 2021

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

RE: Internal Transfers

Dear President Shaut,

Attached you will find two interdepartmental transfers; transfers are to cover DPW account shortfalls in both general & sewer funds. 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

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

| | |
|--|---|
| DEPARTMENT: <u>Public Works</u> | DATE: <u>12/8/2021</u> |
| Description: Internal Transfer of \$26,369.00 General Funds monies to cover shortfalls in accounts, as per attached detail | |
| 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, 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"/> |

General Fund

Apply To:

| | | | |
|--|-----------|------------------|--------------|
| A1 1490 11 5103 Admin Overtime | \$ | 1,600.00 | |
| A1 1490 11 5105 Admin Retirement Accumulation | \$ | 369.00 | \$ 1,969.00 |
| | | | |
| A1 1625 14 5441 B & G Maintenance of Equipment | \$ | 1,000.00 | |
| A1 1625 14 5444 B & G Vehicle Maintenance | \$ | 1,000.00 | |
| A1 1625 14 5479 B & G Minor Equipment | \$ | 600.00 | |
| A1 1625 14 5480 B & G Cleaning & Sanitation Supplies | \$ | 500.00 | \$ 3,100.00 |
| | | | |
| A1 3310 11 5102 Traffic Control Longevity | \$ | 550.00 | |
| A1 3310 11 5103 Traffic Control Overtime | \$ | 500.00 | |
| A1 3310 14 5444 Traffic Control Vehicle Maintenance | \$ | 1,000.00 | \$ 2,050.00 |
| | | | |
| A1 3989 11 5103 Safety Officer Overtime | \$ | 150.00 | |
| A1 3989 14 5444 Safety Officer Vehicle Maintenance | \$ | 1,000.00 | \$ 1,150.00 |
| | | | |
| A1 5110 11 5109 Street Maintenance Temp Status Change | \$ | 250.00 | \$ 250.00 |
| | | | |
| A1 5132 14 5441 Garage Maintenance of Equipment | \$ | 1,200.00 | |
| A1 5132 14 5486 Garage Cleaning Materials & Supplies | \$ | 500.00 | \$ 1,700.00 |
| | | | |
| A1 5182 14 5483 Street Light Electronic Materials & Supplies | \$ | 5,000.00 | |
| A1 5182 14 5487 Street Light Construction Materials & Supplies | \$ | 500.00 | \$ 5,500.00 |
| | | | |
| A1 8160 11 5103 Sanitation Overtime | \$ | 10,000.00 | \$ 10,000.00 |
| | | | |
| A1 8164 11 5102 Recycling Longevity | \$ | 650.00 | \$ 650.00 |
| | | | |
| TOTALS: | \$ | 26,369.00 | |

Take From:


| | | |
|--|-----------|------------------|
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 1,969.00 |
| | | |
| A1 1625 11 5111 B & G Seasonal Employees | \$ | 3,100.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 2,050.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 1,150.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 250.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 1,700.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 5,500.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 10,000.00 |
| | | |
| A1 8160 11 5101 Sanitation Regular Pay | \$ | 650.00 |
| | | |
| TOTALS: | \$ | 26,369.00 |

| | | | |
|----------|--------------------------|---------------------|---------------------------------|
| 1625 101 | B & G Seasonal Employees | \$ 3,100.00 | leaves 65k for year (need none) |
| 8160 101 | Sanitation Regular Pay | \$ 23,269.00 | leaves 100K for year (need 66K) |
| | | \$ 26,369.00 | |

1THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

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

| | |
|--|---|
| DEPARTMENT: <u>Public Works</u> | DATE: <u>12/6/21</u> |
| Description: Internal transfer of \$23,405.00 Sewer Funds monies to cover shortfalls in accounts, as per attached detail | |
| Estimated Financial Impact: \$0 | Signature <u></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"/> |

Sewer Fund

Apply To:

| | | |
|-----------------|-----------------------|---------------------|
| G1 8120 14 5423 | Sewer Natural Gas | \$ 305.00 |
| G1 8120 14 5426 | Sewer Vehicle Fuel | \$ 7,100.00 |
| G1 8120 14 5498 | Sewer Sludge Disposal | \$ 16,000.00 |
| | | \$ 23,405.00 |

Take From:

| | | | |
|-----------------|-------------------|---------------------|--------------------------------|
| G1 8120 11 5101 | Sewer Regular Pay | \$ 23,405.00 | leaves 77K for year (need 22K) |
| | | \$ 23,405.00 | |

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



Deidre Sills, Deputy Clerk
Susan Mesches, Deputy Registrar

President Shaut
420 Broadway
Kingston, NY 12401

November 30, 2021

Dear President Shaut,

Please accept this communication for placement on Finance for a budget transfer to balance the budget in the City Clerk's Office as per attached.

Thank you for your time,
Elisa Tinti

City Clerk & Registrar

Transfer Request City Clerks Office

| | | | |
|--------|----------------|------------------------------|-------------|
| From : | A1.199014.5404 | Contingency | \$36,485.47 |
| To: | 1910.5430 | Multi-Peril Liability | \$36,485.47 |
| From:: | 1930.5467 | Certiorari Actions | \$26,000.00 |
| | 7551.5472 | Contracted Services | \$1,000.00 |
| | 7551.5485 | General Materials & Supplies | \$3,330.88 |
| To: | 1010.5405 | Contract Update Code Book | \$1,513.81 |
| | 1410.5103 | Overtime | \$104.64 |
| | 14103.5402 | Office Supplies | \$1,817.74 |
| | 1410.5822 | Dental Insurance | \$709.89 |
| | 1620.5443 | Maintenance of Buildings | \$369.63 |
| | 1620.5471 | Service Contracts | \$6,173.77 |
| | 1620.5485 | General Materials & Supplies | \$817.11 |
| | 1670.5463 | Postage, Freight & express | \$3,734.77 |
| | 1930.5401 | General Contracts Expenses | \$9119.90 |
| | 7551.5103 | Overtime | \$4,232.16 |
| | 7989.5422 | Electricity | \$299.21 |
| | 7989.5423 | Natural gas | \$334.25 |
| | 7989.5471 | Service Contracts | \$1,104.00 |

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FIA

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

John Tuey, Comptroller



Steven T. Noble, Mayor

November 22, 2021

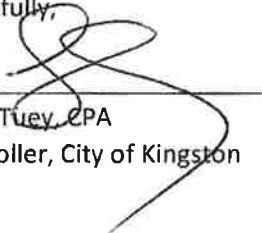
Alderman At Large Andrea Shaut, President
City of Kingston Common Council
City Hall, 420 Broadway
Kingston, NY 12401

RE: 2021 Budgetary Transfer

Dear President Shaut,

I am submitting the attached 2021 budgetary transfer to balance out my department's accounts.

Respectfully,



John R. Tuey, CPA
Comptroller, City of Kingston

1 THE CITY OF KINGSTON COMMON COUNCIL

**FINANCE AND AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER X CONTINGENCY TRANSFER TRANSFER
 AUTHORIZATION BUDGET MODIFICATION BONDING REQUEST
 CLAIMS ZONING OTHER

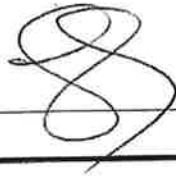
DEPARTMENT: Comptroller DATE: 11/22/2021

Description:

Request 2021 budgetary transfer totaling \$19,800 as per attached in order to balance 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, Ward 3, Chairman | | |
| Don Tallerman, Ward 5 | | |
| Anthony Davis, Ward 6 | | |
| Michele Hirsch, Ward 9 | | |
| Steven Schabot, Ward 8 | | |

General Fund Budgetary Transfer

To:

| <u>Fund</u> | <u>Org</u> | <u>Object</u> | <u>Acct Description</u> | <u>Amount</u> |
|-------------|------------|---------------|-------------------------|---------------|
| A1 | 1130 | 5402 | Office Supplies | 4,500 |
| A1 | 1320 | 5411 | Consultants | 4,000 |
| A1 | 1330 | 5463 | Postage | 1,000 |
| A1 | 3320 | 5101 | Regular Pay | 10,000 |
| A1 | 3320 | 5421 | Telephone | 300 |
| | | | | 19,800 |

From:

| <u>Fund</u> | <u>Org</u> | <u>Object</u> | <u>Acct Description</u> | <u>Amount</u> |
|-------------|------------|---------------|--------------------------|---------------|
| A1 | 1130 | 5412 | Professional Fees | 10,250 |
| A1 | 1130 | 5463 | Postage | 1,750 |
| A1 | 1330 | 5412 | Data Processing Support | 1,000 |
| A1 | 3320 | 5103 | Overtime | 1,000 |
| A1 | 3320 | 5441 | Maintenance of Equipment | 4,300 |
| A1 | 1315 | 5402 | Office Supplies | 1,500 |
| | | | | 19,800 |

OLD BUSINESS



Fin. Audit

Tinti, Elisa

From: Tallerman, Donald
Sent: Friday, October 29, 2021 9:18 AM
To: Shaut, Andrea
Cc: Tinti, Elisa
Subject: Re: Communication Regarding Pike Plan

Hi Andrea. Can you please confirm receipt of this communication? Thanks very much.

Don

On 10/27/2021 12:29 PM, Don Tallerman wrote:

> Hi Andrea. Please confirm receipt of this communication. Thanks.

>
>
>

> On 10/26/2021 8:40 AM, Don Tallerman wrote:

>> Hello President Shaut.

>>

>> The Pike Plan in uptown Kingston is an architectural signature of our
>> City. The Canopy is part of what makes our City unique. As you
>> know, the last rehabilitation around 2015 was poorly done and there
>> are many areas of the Canopy that are in bad shape. This includes
>> rotting wood, leaking flashing & gutters, etc. In some instances,
>> this is a safety issue because if a section were to collapse there is
>> the potential for injury.

>>

>> The current budget of approximately \$5,000 is not nearly enough to
>> maintain the canopy, let alone repair it.

>>

>> After numerous conversations with DPW and our Engineering Department,
>> we have an estimate for what it would take to bring the Canopy into a
>> decent state of repair and maintenance:

>>

>> - Repair of many of the damaged sections: \$1.15 Million. This would
>> include all design & engineering costs.

>>

>> - Ongoing annual maintenance: \$130,000. This includes electricity,
>> periodic painting, ongoing necessary repairs.

>>

>> For an upcoming Finance meeting, I will invite John Schultheis and Ed
>> Norman to participate in the discussion.

>>

>> Thank you very much,

>>

>> Don

>>

>>

SCI

Standard
Commercial
Interiors

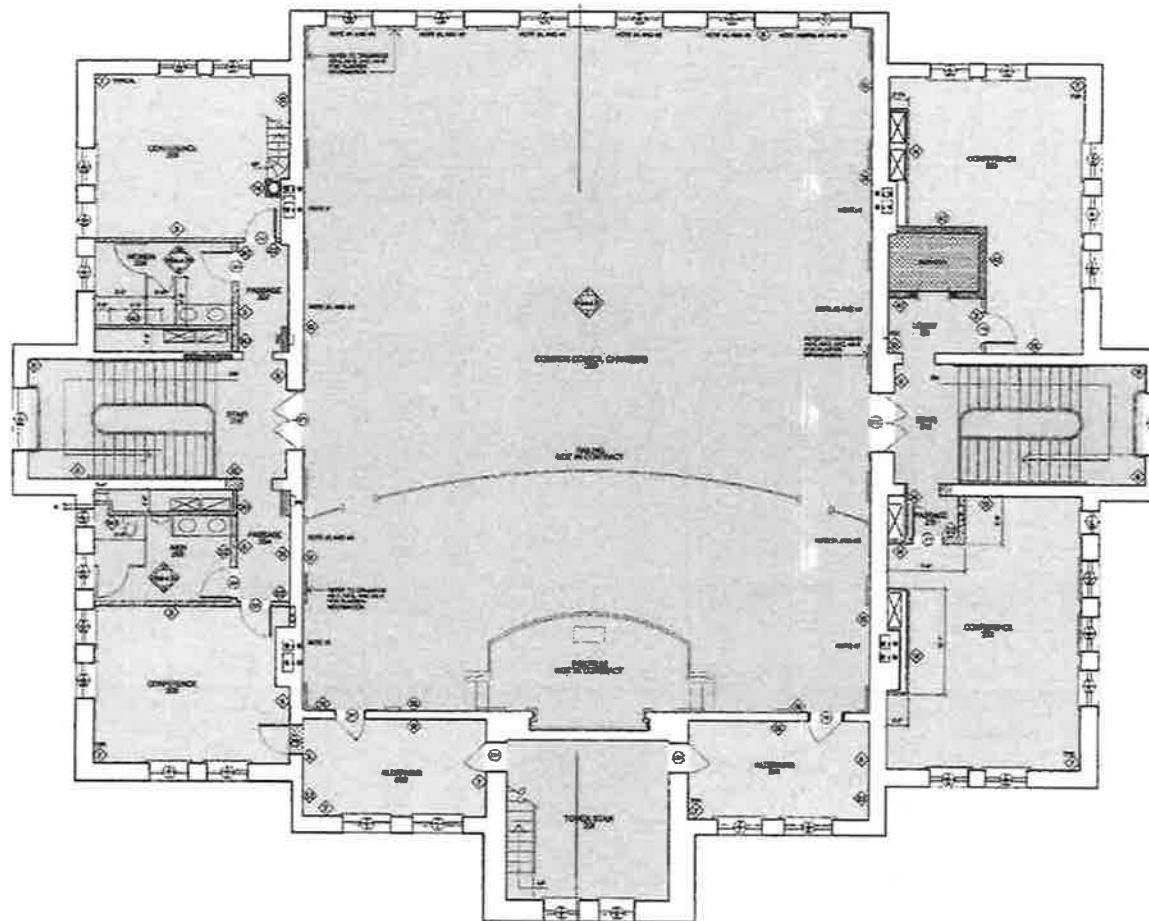


KINGSTON CITY HALL

2022 RENOVATION BUDGET

DATE: OCTOBER 27TH, 2021
DESIGNER: AFTON BEATTIE





SECOND FLOOR PLAN

PLAN WAS PROVIDED BY KINGSTON CITY HALL. SITE MEASUREMENTS TAKEN ON OCTOBER 13TH, 2021 ARE NOT REFLECTED IN THIS DRAWING. THIS DRAWING IS MEANT TO BE USED AS A VISUAL AID ONLY TO DEPICT WHICH AREAS ARE INCLUDED IN THE 2022 RENOVATION BUDGET.

KEY



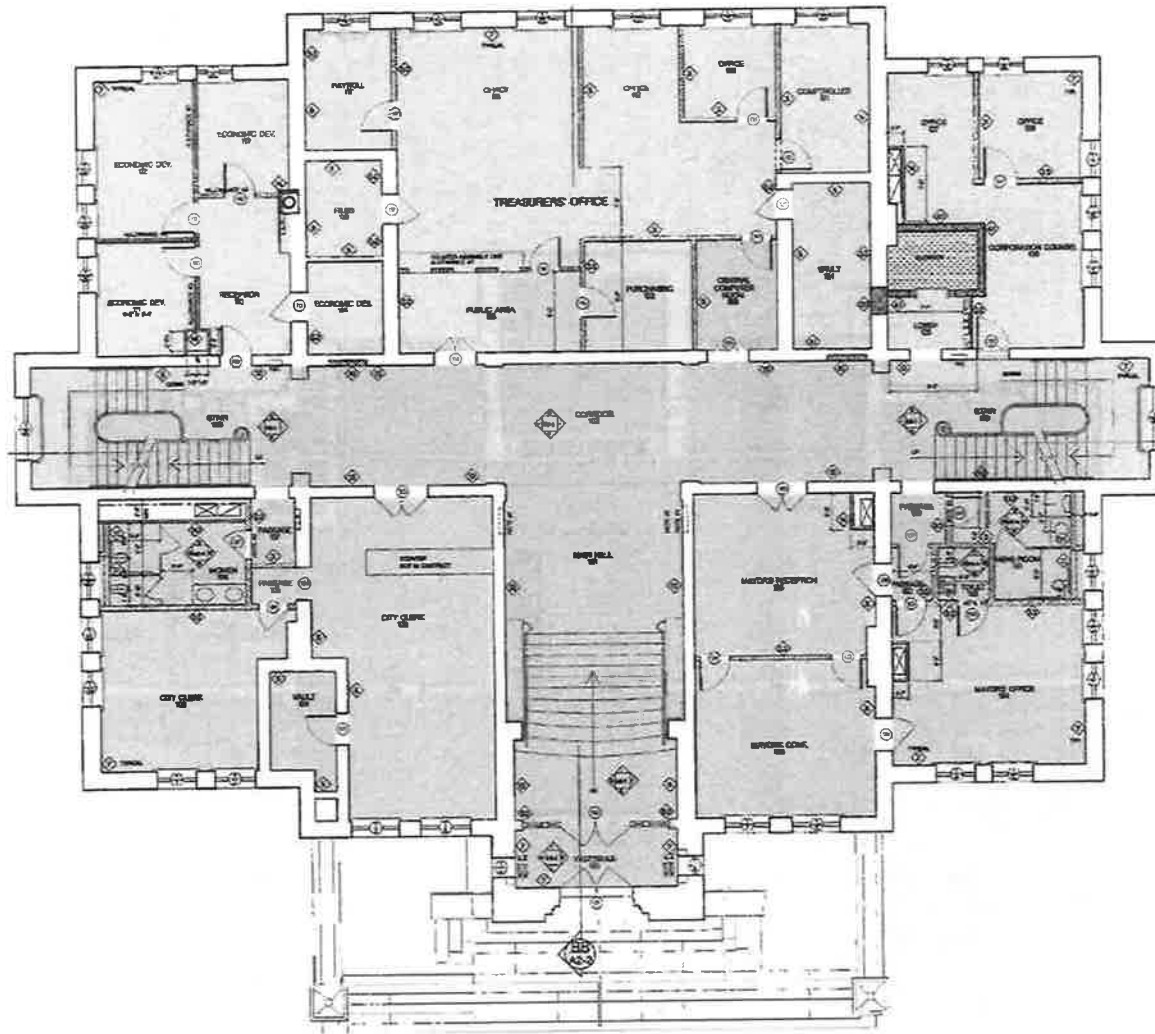
SITE MEASURED BY SCI
INCLUDED IN BUDGET SCOPE



NOT SITE MEASURED BY SCI
INCLUDED IN BUDGET, SUBJECT
TO CHANGE DEPENDING ON
ROOM NEEDS






NOT INCLUDED IN SCOPE



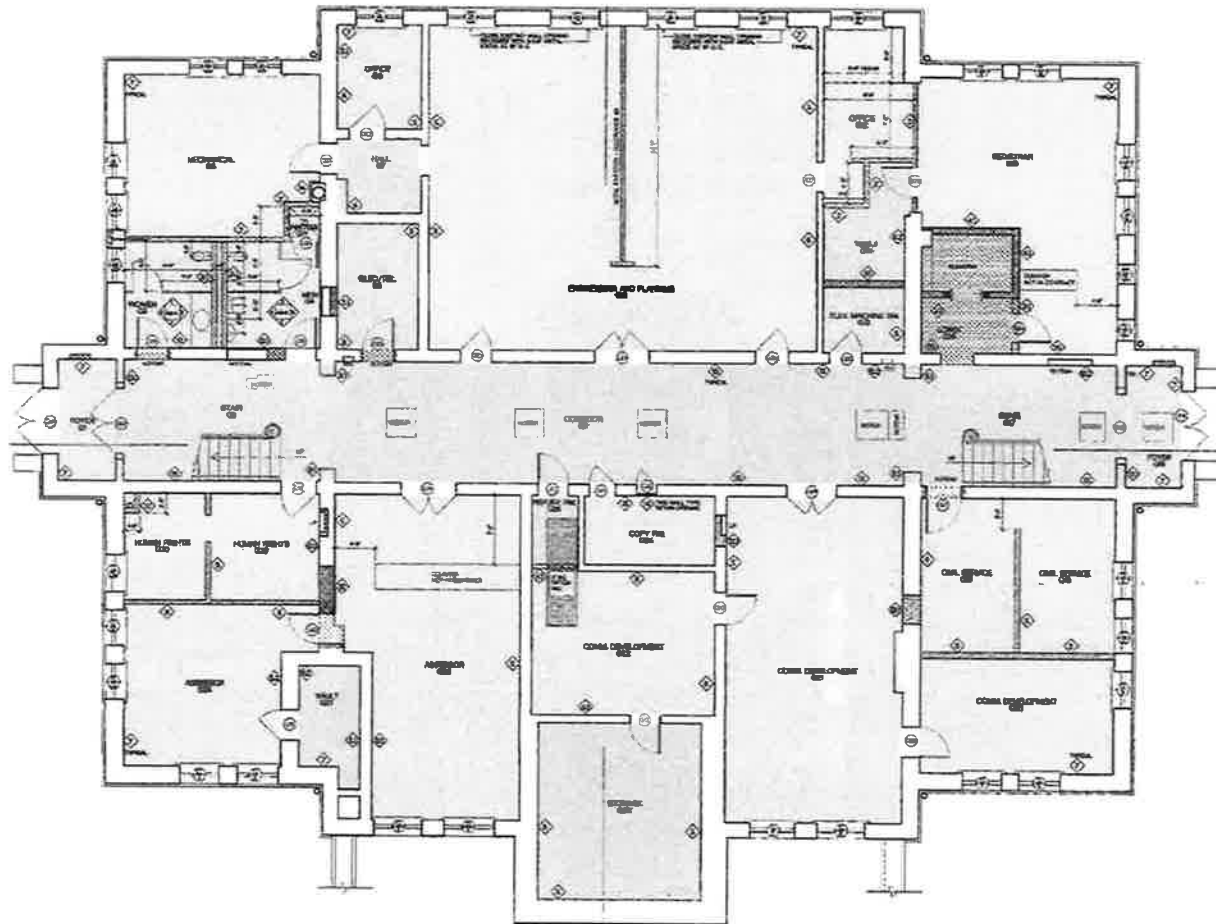
FIRST FLOOR PLAN

PLAN WAS PROVIDED BY KINGSTON CITY HALL. SITE MEASUREMENTS TAKEN ON OCTOBER 13th, 2021, ARE NOT REFLECTED IN THIS DRAWING. THIS DRAWING IS MEANT TO BE USED AS A VISUAL AID ONLY TO DEPICT WHICH AREAS ARE INCLUDED IN THE 2022 RENOVATION BUDGET.

KEY

-  SITE MEASURED BY SCI INCLUDED IN BUDGET SCOPE
-  NOT SITE MEASURED BY SCI INCLUDED IN BUDGET, SUBJECT TO CHANGE DEPENDING ON ROOM NEEDS
-  NOT INCLUDED IN SCOPE

Handwritten note: "T.M. Hall"



GROUND FLOOR PLAN

PLAN WAS PROVIDED BY KINGSTON CITY HALL. SITE MEASUREMENTS TAKEN ON OCTOBER 13TH, 2021 ARE NOT REFLECTED IN THIS DRAWING. THIS DRAWING IS MEANT TO BE USED AS A VISUAL AID ONLY TO DEPICT WHICH AREAS ARE INCLUDED IN THE 2022 RENOVATION BUDGET.

KEY

- [Hatched pattern] SITE MEASURED BY SCI INCLUDED IN BUDGET SCOPE
- [Dotted pattern] NOT SITE MEASURED BY SCI INCLUDED IN BUDGET, SUBJECT TO CHANGE DEPENDING ON ROOM NEEDS
- [White pattern] NOT INCLUDED IN SCOPE











