

FINANCE/AUDIT COMMITTEE

Wednesday, July 12th at 6:30 PM

NEW BUSINESS

- 1 - Comptroller's Update
- 2 - Update on Van Dyke Apartments - Benjamin O'Shea
- 3 - Supporting TRANSART Grant - R. Devitt-Frank
- 4 - Budget Transfer - A. Bruck
- 5 - Budget Transfers for KPD - Chief Tinti
- 6 - Budget Transfer for KFD - Chief Rea
- 7 - Budget Transfer for KFD - Chief Rea
- 8 - Authorizing Spending of Funds for Design at CSX Crossing - Mayor Noble
- 9 - 2023 Fee Schedule Updates (Form-Based Code) - B. Starodaj
- 10 - Surplus Property Sales to KCLB - B. Starodaj
- 11 - Waiving Marriage License Fee for Active Military - K. WiafeAkenten
- 12 - Budget Transfer for Plumbing at City Hall - E. Tinti
- 13 - Budget Transfer for the Clerk's Office - E. Tinti
- 14 - Budget Transfer for Corp. Counsel - J. Higgins

OLD BUSINESS

- 1- Additional Staffing for Planning Department- Sue Cahill
- 2- Parking Inventory Study- President Shaut



Tinti, Elisa

From: Shaut, Andrea
Sent: Monday, June 12, 2023 9:30 AM
To: Tinti, Elisa
Subject: Fw: [EXTERNAL EMAIL] FW: Progress Report on the Van Dyke Redevelopment and Preliminary Plans for Rondout Gardens

Hi Elisa,

Can you please include the following communication in my folder? I am not accepting as a late communication but will assign it for the following month.

Thank you!

Andrea Shaut

Council President, City of Kingston

From: Benjamin O'Shea <boshea@kingstonhousing.org>
Sent: Friday, June 9, 2023 3:23 PM
To: Shaut, Andrea <ashaut@kingston-ny.gov>
Subject: [EXTERNAL EMAIL] FW: Progress Report on the Van Dyke Redevelopment and Preliminary Plans for Rondout Gardens

FYI

Benjamin O'Shea
Executive Director
Kingston Housing Authority
845-331-1955 (P) 845-331-1026 (F)



From: Benjamin O'Shea
Sent: Friday, June 9, 2023 3:12 PM
To: 'ashaut@kingston-ny.gov.' <ashaut@kingston-ny.gov.>; Joe McDole <mcdolejr@aol.com>
Cc: John Madeo <jmadeo@mountco.com>; Eu Ting-Zambuto <ETing-Zambuto@mountco.com>; Lawlor, Brian <blawlor@woh.com>; John Furst <jfurst@cmrlaw.com>
Subject: Progress Report on the Van Dyke Redevelopment and Preliminary Plans for Rondout Gardens

Good afternoon Andrea,
The KHA / Mountco team is requesting to be placed on the agenda for the next available Finance and Audit Committee meeting. We would like to give committee members an update on the Van Dyke Apartments redevelopment? We would also like to outline, with committee members, preliminary plans for the redevelopment of Rondout Gardens.

Thank you.
Benjamin O'Shea
Executive Director
Kingston Housing Authority
845-331-1955 (P) 845-331-1026 (F)



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

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FxA

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

Ruth Ann Devitt-Frank, Director



Steven T. Noble, Mayor

July 7, 2023

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

Re: Supporting Resolution for TRANSART & Cultural Services' Grant Application

Dear President Shaut,

I am writing to request that consideration of a supporting resolution for TRANSART & Cultural Services' application to the National Endowment of the Arts 2023 *Our Town Program* be placed on the agenda of the appropriate committee in July. TRANSART is seeking NEA funding to support *Pinkster 2024: Joy is an Act of Resistance!* With this communication, I am submitting a draft resolution for your consideration.

Our Town is a national creative placemaking grants program. It supports activities that integrate arts, culture, and design into local efforts that strengthen communities over the long term. TRANSART's Pinkster 2024 event will build on the organization's previous NEA-funded work with a multi-day festival based on the Afro-Dutch colonial holiday Pinksteren. It represents a bold and visionary opportunity to reinvigorate this unique local cultural celebration and connect the Kingston community to the African-American experience in the Hudson Valley.

Thank you in advance for your consideration. If you have any questions, please contact me at rfrank@kingston-ny.gov or 845-334-3962.

Sincerely,

Ruth Ann Devitt-Frank

cc: Natalie Kikel

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION x _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Office of Grants Management DATE: _____

Description

To request endorsement of TRANSART & Cultural Services' application to the National Endowment of the Arts 2023 *Our Town Grant Program* for *Pinkster 2024: Joy is an Act of Resistance!*

Pinkster 2024 will build on the organization's previous NEA-funded work with a multi-day festival based on the Afro-Dutch colonial holiday Pinksteren. It represents a bold and visionary opportunity to reinvigorate this unique local cultural celebration and connect the Kingston community to the African-American experience in the Hudson Valley.

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		
Robert Dennison, Ward 6		
Michael Olivieri, Ward 7		
Steven Schabot, Ward 8		
Michele Hirsch, Ward 9		

RESOLUTION ____ of 2023

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,
NEW YORK, ENDORSING SUPPORT FOR TRANSART & CULTURAL SERVICES
FOR A GRANT FROM THE NATIONAL ENDOWMENT FOR THE ARTS (NEA)
FOR THE OUR TOWN PROGRAM

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

WHEREAS, TRANSART & Cultural Services is applying to the National Endowment for
the Arts Our Town Program for the Pinkster 2024: Joy is an Act of Resistance! project, a
multi-day cultural celebration in the City of Kingston; and

WHEREAS, TRANSART's efforts to present a dynamic 21st century event based on the
traditional Afro-Dutch colonial holiday, Pinksteren, represent a bold and visionary
opportunity to reinvigorate this unique local celebration; and

WHEREAS, Pinkster highlights a shared 400-year history and attracts cultural tourists from
across a wide spectrum of ethnicities, backgrounds, and ages and promotes a deeper sense of
community pride among our residents; and

WHEREAS, the project will stimulate cultural tourism, engage the travel trade, and promote
outdoor recreation destinations and activities in Kingston.

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

SECTION 1. The Common Council of the City of Kingston, New York, approves and
endorses the application of TRANSART & Cultural Services for a National Endowment for
the Arts Our Town Program grant for a project located within this community.

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this day of _____,
2023

Approved by the Mayor this day of _____,
2023

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2023

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F+A

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

Amanda L. Bruck, Director



Steven T. Noble, Mayor

June 15, 2023

President Shaut:

I respectfully request two transfers. The first being a transfer from A16989-421 to A16989-472 in the amount of \$138.00 to pay for shredding of client files pertaining to their personal identity and financial information.

The second transfer would also come from A18969-421 to A169889-462 in the amount of \$60.00 to pay for Amee Peterson's Notary Public renewal per Mayor Noble.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read "Amanda L. Bruck".

Amanda L. Bruck, Director
Office of Community Development

Cc: Alderman Scott-Childress, Chairman
Alderman Olivieri
Alderman Dennison
Alderwoman Hirsch
Alderman Schabot
John Tuey, Comptroller

THE 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: Community Development DATE: June 15, 2023

Description: This request is to cover the cost of two separate expenses.
 Transfer (1) : from 6989-421 to 6989-472 \$138.00
 Transfer (2) : from 6989-421 to 6989-462 \$ 60.00

(1) To pay Legal Shred to destroy various files spanning 15+ years, the majority of files having clients personal and financial information.

(2) At the direction of the Mayor, the CoK OCD will pay for Amee Peterson's Notary renewal.

Estimated Financial Impact: \$ -0- Signature *Alvinde X. Smith*

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		
Tony Davis, Ward 5		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

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F+K

CITY OF KINGSTON
Police Department
police@kingston-ny.gov

Egidio Tinti, Police Chief



Steven T Noble, Mayor

July 7, 2023

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

Dear Ms. Shaut,

I am respectfully requesting a budget transfer out of contingency to cover the pay-outs for the retirement of Lt. Ernie Osterhoudt as well as the resignations of Officers Garrett Lapp and William Hazard and Detective Ryan Shuman.

In addition, I am requesting a transfer out of contingency to cover additional unforeseen costs associated with candidate processing.

Thank you for your time and consideration in this matter. If you or your committee needs additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "E. Tinti", is written over the word "Sincerely,".

Egidio Tinti
Chief of Police
City of Kingston Police Department

EFT/sr
Enclosure

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

John Tuey
City Comptroller

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

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

DEPARTMENT: Police DATE: July 7, 2023

Description: Budget Transfer for the 2023 Budget. This is a request for a budget transfer out of contingency to cover the recent retirement of Lt. Ernie Osterhoudt and the resignations of Officer Garrett Lapp, Officer William Hazard and Detective Ryan Shuman.

This also includes a transfer to cover unforeseen costs associated with candidate processing.

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		
Tony Davis, Ward 6		
Michael Olivieri, Ward 7		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

From:			To:		
Account#	Account Name	Total Amount	Account#	Account Name	Total Amount
A1.1990.5404	Contingency	\$39,000.00	A1312011.105	Retirement Accumulation	\$38,000.00
			A1312011.450	Physicals	\$1,000.00
	TOTAL	\$39,000.00	TOTAL		\$39,000.00

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

F&A

Chris Rea, Fire Chief



Steven T. Noble, Mayor

July 5, 2023

Finance Committee

The attached Finance and Audit Committee Report is for transferring funds from Contingency (1990.5404) to the following account

Kingston Fire Retirement Accumulation (3410.105) \$62652.88

These funds are to cover the retirement payouts for two employees.
Any questions, please call me at 845-331-1507 or 845-532-2820.

Respectfully submitted.

Chris Rea

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER X _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: Fire Department DATE: July 5, 2023

Description: Transfer funds from Contingency to Retirement Accumulation for two retirements.

From: 1990.5404 - **\$62652.88**

To: 3410.105 - **\$62652.88**

Estimated Financial Impact: \$ 62652.88 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		

①

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

FIA

Chris Rea, Fire Chief



Steven T. Noble, Mayor

June 29, 2023

Finance Committee

The attached Finance and Audit Committee Report is for transferring funds from the Mental Health Grant (A13410.4589) to the following.

Kingston Fire 3410.101 Salaries	\$31125.12
Kingston Fire 3410.471 Service Contract	\$27299.49

These funds are to be transferred into the 2023 budget. The funds only cover February thru May 2023. Any questions, please call me at 845-532-2820.

Respectfully

Chris

THE CITY OF KINGSTON COMMON COUNCIL


FINANCE AND AUDIT
COMMITTEE REPORT

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

DEPARTMENT: Fire Department DATE: June 29, 2023

Description: Transfer from A13410.4589 to the following;

3410.471	Service Contracts	\$27299.49
3410.101	Salaries	\$31125.12

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, Chairman, Ward 3		
Tony Davis, Ward 6		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

⑧

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

F + A

Steven T. Noble
Mayor



July 6th, 2023

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

Re: Authorizing Spending of Funds for Design of CSX Crossing

Dear President Shaut,

I am respectfully requesting that Common Counsel authorize funding for the design and engineering of a safe railroad crossing in the vicinity of the YMCA and the Boys and Girls Club. This project is being funded by a \$270,000 NOVO foundation grant to begin the process of evaluating a connection between Greenkill Avenue to the area behind the YMCA. Over the years, many pedestrians have attempted to cross in this area, which is highly dangerous, and so we believe that this groundwork will set the stage for an important opportunity to safely reconnect Midtown to the YMCA, the YMCA Farm, and the new playground built by the Y. I am requesting authorization to proceed with utilizing funding to begin the environmental and design process. As a part of the grant application process, we have received letters of support from both the Boys and Girls Club of Kingston and the YMCA of Kingston, and have had many conversations about rail safety in this corridor with CSX and community members.

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

Respectfully Submitted,

Steven T. Noble
Mayor

STN:rjv

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION x _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER _____

DEPARTMENT: MAYOR

DATE: _____

I am respectfully requesting that Common Counsel authorize funding for the design and engineering of a safe railroad crossing in the vicinity of the YMCA and the Boys and Girls Club. This project is being funded by a \$270,000 NOVO foundation grant to begin the process of evaluating a connection between Greenkill Avenue to the area behind the YMCA.

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		
Robert Dennison, Ward 6		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

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F+D

Tinti, Elisa

From: Starodaj, Bartek
Sent: Thursday, June 29, 2023 10:24 AM
To: Shaut, Andrea
Cc: Tinti, Elisa; Noble, Steve; Graves-Poller, Barbara; Knox, Stephan; Cahill, Suzanne
Subject: Communication to Council: 2023 Fee Schedule Updates - Form-based Code



Common Council Resolution x of mittee_Report
Communication ... 2023 - Rezonin... Schedule ...

Dear President Shaut,

Please see attached for a request for placement on the July Finance & Audit agenda to discuss fee schedule updates corresponding to the Kingston Forward Form-Based Code.

Regards,
Bartek

Bartek Starodaj

Director of Housing Initiatives
City of Kingston
420 Broadway
Kingston, NY 12401

Office: 845-334-3928
Mobile: 860-670-8535
bstarodaj@kingston-ny.gov

kingston-ny.gov/housing

CITY OF KINGSTON
Office of Housing Initiatives

Bartek Starodaj, Director



Steven T. Noble, Mayor

June 29, 2023

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

Re: Kingston Forward Citywide Rezoning

Dear President Shaut,

I'd like to request placement on the July Finance & Audit agenda to discuss fee schedule updates corresponding to the Kingston Forward Form-Based Code:

- Short-term rental registration and permit violation fees
- Affordable Housing Standards violation fees
- Payment in Lieu of Affordable Housing Payment Obligations

As a reminder, I initially reviewed these changes with the Finance & Audit Committee in May. Based on feedback received, I made two changes:

- Increased the annual registration fee for whole-unit short-term rentals from \$500 to \$650
- Clarified that short-term rental violation fees are per day rented or per day advertised

Respectfully Submitted,

Bartek Starodaj
Director, Housing Initiatives

Cc: Steve T. Noble, Mayor
E. Tinti, City Clerk
B. Graves-Poller, Corporation Counsel
S. Knox, Building Safety Director
S. Cahill, Planning Director

RESOLUTION ____ of 2023

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK MAKING CHANGES TO THE 2023 FEE SCHEDULE

Sponsored by: Finance & Audit Committee Aldermen: Scott-Childress, Olivieri, Dennison, Hirsch, Schabot

WHEREAS, the City of Kingston Common Council is undertaking a project to rewrite the City's zoning code, as form-based zoning, to describe the desired form and character for future improvements and preservation throughout the City called Kingston Forward ("the Project"); and

WHEREAS, the form-based code will establish three short-term rental permit types and limit full short-term rentals to no more than 1% of the City's long-term housing stock; and

WHEREAS, the City of Kingston Common Council wishes to establish fees for the registration for short-term rentals to reflect the costs of managing short-term rental registration and conducting Building Safety Inspections; and

WHEREAS, the Form-Based Code Affordable Housing Standards include a provision for project developers to apply to the City of Kingston Common Council for a payment in lieu of providing affordable housing; and

WHEREAS, the City of Kingston Common Council believes that the payment in lieu of providing affordable housing should track unit size and that fees should be sufficiently high so that revenue supports the City's goals of housing creation and racial and socioeconomic integration.

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

SECTION 1. That the City of Kingston Common Council adopts the annexed changes to the 2023 Fee Schedule.

SECTION 2. That this resolution shall take effect immediately.

Submitted to the Mayor this ____ day
of _____ 2023

Approved by the Mayor this ____ day
of _____ 2023

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2023

Building Safety Department

Short-term rental registration fees, annual	
Short-term rental, Full	\$650
Short-term rental, Limited	\$125
Short-term rental, Resident Occupied	\$125

[to replace the current Short Term Rental Buildings Inspection Fees]

Short-term rental violation fees, per day rented or per day advertised	
First Instance	\$1,000
Second Instance	\$5,000
Third or any Subsequent Instance	\$7,500

Housing Initiatives

Violation of Required Affordable/Workforce Housing Units under Affordable Housing Standards (per unit, per month)

First Instance	\$1,000
Second Instance	\$5,000
Third or any Subsequent Instance	\$7,500

Payment in Lieu Affordable Housing Contribution Application Fee

Rental Housing Development between 7 to 19 units	\$150
Rental Housing Development over 20 units	\$350

Payment in Lieu of Affordable Housing Payment Obligation Unmet in a Rental Housing Development with 7 to 19 units

Per studio	1.5 x Area median income for a family of 4
Per 1-bedroom	1.6 x Area median income for a family of 4
Per 2-bedroom	1.7 x Area median income for a family of 4
Per 3-bedroom	1.8 x Area median income for a family of 4

Payment in Lieu of Affordable Housing Payment Obligation Unmet in a Rental Housing Development with 20 or more units

Payment For Each Square Foot of Housing Obligation Unmet for That Portion of Square Footage Which Is Less Than 50% of the Required Square Footage of Affordable or Workforce Housing Units	\$250.00
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Payment For Each Square Foot of Housing Obligation Unmet for That Portion of Square Footage Which Is 50% or More of the Required Square Footage of Affordable or Workforce Housing Units	\$300.00
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1THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER x _____

DEPARTMENT: N/A

DATE: March 8, 2023

Description:

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK
MAKING CHANGES TO THE 2023 FEE SCHEDULE**

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		
Bob Dennison, Ward 6		
Michael Olivieri, Ward 7		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

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FIA

Tinti, Elisa

From: Starodaj, Bartek
Sent: Thursday, June 29, 2023 10:43 AM
To: Shaut, Andrea
Cc: Tinti, Elisa; Graves-Poller, Barbara; Tuey, John; Noble, Steve
Subject: Communication to Council: Surplus Property Sales to the Kingston City Land Bank

Dear President Shaut,

Please see attached for a request for placement on the July Finance & Audit agenda to discuss potentials transfers of surplus City-owned property to the Kingston City Land Bank.

Regards,

Bartek



Common Council Resolution X of nittee_Report
Communication ... 2023 - Land Ba... Bank Dis...

Bartek Starodaj

Director of Housing Initiatives

City of Kingston

420 Broadway

Kingston, NY 12401

Office: 845-334-3928

Mobile: 860-670-8535

bstarodaj@kingston-ny.gov

kingston-ny.gov/housing

CITY OF KINGSTON
Office of Housing Initiatives

Bartek Starodaj, Director



Steven T. Noble, Mayor

June 29, 2023

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

Re: Kingston City Land Bank (KCLB)

Dear President Shaut,

As you know, pursuant to the City of Kingston Disposition Policy passed by the Common Council on April 4, 2023 via Resolution 66 of 2023, the City is to offer certain surplus properties to the KCLB for \$1.00.

The Office of Housing Initiatives sent an offer letter to the KCLB for 17 qualifying properties on April 10, 2023. The KCLB responded on June 22, 2023, accepting 7 properties and rejecting 10 others. I am including copies of the offer letter to the Kingston City Land Bank and the Land Bank's response for reference.

I request that the Common Council approve the transfer of these 7 properties to the KCLB. The final payment to the City will depend on the final sales price to the homeowner/end-user. Because of the uncertainty created by the recent Supreme Court *Tyler v. Hennepin* decision on the status of tax foreclosed properties and the impacts of a possible New York State moratorium on foreclosures, I am asking that the Common Council waive the 90-day requirement for the KCLB to take title to the properties following Common Council approval for these 7 properties only.

Respectfully Submitted,

Bartek Starodaj
Director, Housing Initiatives

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

City of Kingston - Office of Housing Initiatives
Phone: (845) 334-3928 Email: bstarodaj@kingston-ny.gov

CITY OF KINGSTON

Office of Housing Initiatives

Bartek Starodaj, Director



Steven T. Noble, Mayor

April 10, 2023

Mike Gilliard
Executive Director, Kingston City Land Bank

Re: Disposition of City-owned properties

Dear Mr. Gilliard:

Pursuant to the City of Kingston Disposition Policy, passed by the Common Council on April 4, 2023 via Resolution 66 of 2023, the City of Kingston is offering the Kingston City Land Bank the following properties for an initial price of \$1.00.

Street Number	Address	Sec/Blk/Lot	Property Type	Tax Balance
28	Abbey	48.82-4-37	Residential	\$ 26,846.32
177	Murray St	56.35-8-12	Residential	\$ 16,047.92
73-75	Prospect St.	56.108-4-20.200	Vacant	\$ 14,749.48
2-20	Purvis St	56.57-1-4	Vacant	\$ 545.51
	Catskill Terrace	48.82-7-35	Vacant	\$ 1,122.17
R23-29	Florence St	48.82-6-71	Vacant	\$ 311.95
R64-68	Florence St	48.82-6-74	Vacant	\$ 104.49
43	Teller St	48.74-2-6	Vacant	\$ 8,434.23
283	W. O'Reilly St	56.41-2-21	Vacant	\$ 10,646.10
35-37	Hanratty St	56.35-6-10	Vacant	\$ 6,935.85
291-303	W. O'Reilly St	56.41-2-23	Vacant	\$ 11,102.57
68-70	Elm St	56.27-6-36	Vacant	\$ 3,540.09
72-76	Elm St	56.27-6-37	Vacant	\$ 3,552.33
	Head of Elm St	56.27-6-41	Vacant	\$ 5,662.21
250-256R	Third Ave	48.83-6-10	Vacant	\$ 12,113.83
R371-383	Boulevard	56.48-1-10	Vacant	\$ 3,118.04
R10-24	Howland Ave	48.78-2-6	Vacant	\$ 5,785.34

CITY OF KINGSTON
Office of Housing Initiatives

Bartek Starodaj, Director



Steven T. Noble, Mayor

The Land Bank has 90 days to accept or reject this offer. This acceptance or rejection of properties shall be communicated via resolution of the Kingston City Land Bank Board Directors. Following Common Council Resolution approving the conveyance of properties, the Land Bank will have an additional 90 days to take title to the property.

If you have any questions, please let me know.

Bartek Starodaj

Director, Housing Initiatives

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



June 22, 2023

Bartek Starodaj
Director of Housing Initiatives
City of Kingston
420 Broadway
Kingston, NY 12401
bstarodaj@kingston-ny.gov

RE: City of Kingston Surplus Property Offer Letter

Bartek,

Thank you for your April 10, 2023 offer letter, sent pursuant to Resolution 66 (2023).

Pursuant to the receipt by the KCLB of clean title, Phase I and surveys – which are all currently underway – we accept the City's offer for the following seven (7) properties:

- 28 Abbey
- 177 Murray
- 35-37 Hanratty
- 43 Teller
- 283 W. O'Reilly
- 291-303 W. O'Reilly
- 250-256R Third Avenue

We respectfully reject the City's offer for the following ten (10) properties:

- 73-75 Prospect
- 2-20 Purvis
- Catskill Terrace

- R23-29 Florence
- R64-68 Florence
- 68-70 Elm
- 72-76 Elm
- Head of Elm
- R371-383 Boulevard
- R10-24 Howland

In the spirit of the City's disposition policy—and our organizational intent to partner with other local mission-oriented organizations/the broader Kingston community and return properties to the tax rolls—we offered upon our purchase from the City to transfer some of these properties at-cost to Ulster YouthBuild, Habitat for Humanity of Ulster County, the Kingston Land Trust (KLT) and adjacent neighbors.

Unfortunately, Ulster YouthBuild and Habitat for Humanity of Ulster County stated they were too busy to consider taking on additional properties. Thankfully, the KLT and one adjacent neighbor are excited to work with us to purchase and improve two properties from the list (250-256R Third Avenue for the KLT and 283 W. O'Reilly for the neighbor) we are accepting your offer on. With this letter, our commitments to transfer these properties to these purchasers are tied to your commitment to dispose to us.

Similarly, as you are aware our commitments to develop some of the properties we are accepting using the State's recent \$1.8MM award to us under the Land Bank Initiative, Phase II funds are also now tied to our assertion to the Governor and her team that we so we will do so expeditiously. We look forward to working with you to achieve this.

Sincerely and In Partnership,

 Digitally signed by
Michael Gilliard
Date: 2023.06.22
16:35:28 -04'00'

Mike Gilliard

Executive Director | Kingston City Land Bank (KCLB)
260 Kings Mall Court #226 | Kingston, NY 12401 | KCLB.org
T: 845-202-0887 | C: 845-514-4908

Cc via email: Steve Noble, Barbara Graves-Poller, John Tuey, Brian Hsu

📍 260 Kings Mall Court #226, Kingston, NY 12401
☎ 845-202-0887

🌐 www.kclb.org
📷 @kingstoncitylandbank

RESOLUTION ____ of 2023

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK AUTHORIZING THE TRANSFER OF SURPLUS PROPERTIES TO THE KINGSTON CITY LAND BANK

Sponsored by: Finance & Audit Committee Aldermen: Scott-Childress, Olivieri, Dennison, Hirsch, Schabot

WHEREAS, via Resolution 66 of 2023 the City of Kingston approved a policy for the disposition of surplus City-owned property acquired through the tax foreclosure process; and

WHEREAS, the purpose of the Disposition Policy is to ensure City of Kingston follows a standardized and transparent procedure for the sale of City-owned surplus property and especially to encourage the development of affordable rental and homeownership housing opportunities; and

WHEREAS, on April 10, 2023, the City of Kingston offered seventeen properties to the Kingston City Land Bank in line with Section II of the Disposition Policy; and

WHEREAS, on June 22, 2023 the Kingston City Land Bank accepted seven properties and rejected ten others.

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

SECTION 1. That ownership of 28 Abbey (48.82-4-37), 177 Murray (56.35-8-12), 35-37 Hanratty (56.35-6-10), 43 Teller (48.74-2-6) 283 W. O'Reilly (56.41-2-21), 291-303 W. O'Reilly (56.41-2-23), and 250-256R Third Avenue (48.83-6-10) shall be transferred to the Kingston City Land bank for rehabilitation/redevelopment and disposition for a total amount of \$1.00 per property.

SECTION 2. That upon final sale of each property, the Kingston City Land Bank shall remit an additional payment to the City in accordance with the fee schedule of the City of Kingston Disposition Policy.

SECTION 3: That the City of Kingston's Corporation Counsel and the Kingston City Land Bank may mutually agree on a date for final closing.

SECTION 4: That the Mayor is hereby authorized to sign any and all documents, including quitclaim deeds, conveying the City of Kingston's interest in surplus property in accordance with the City's Disposition Policy.

SECTION 5. That this resolution shall take effect immediately.

Submitted to the Mayor this ____ day

Approved by the Mayor this ____ day

of _____ 2023

of _____ 2023

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2023

1THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER _____
BONDING REQUEST _____
OTHER x _____

DEPARTMENT: Housing Initiatives

DATE:

Description:

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK
AUTHORIZING THE TRANSFER OF SURPLUS PROPERTIES TO THE KINGSTON CITY
LAND BANK**

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		
Bob Dennison, Ward 6		
Michael Olivieri, Ward 7		
Michele Hirsch, Ward 9		
Steven Schabot, Ward 8		

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FxA

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

July 7, 2023

President Shaut
420 Broadway
Kingston, New York

Dear President Shaut,

It is the policy of the New York State Department of Health to Waive the fee for active military service members when they obtain a marriage license. The cost is \$40. \$22.50 goes to the state. The other \$17.50 is retained by City of Kingston (\$10 for the transcript, \$7.50 for processing). After speaking with Gary, this offices liaison at Vital Records, he suggested that the Common Council should consider making a resolution to waive our fees and make it policy to avoid potential confusion in the future if any individuals claim that it is not the City's procedure.

Thank you for your time and consideration,



Kwame WiafeAkenten

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F+A

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

President Shaut
420 Broadway
Kingston, New York 12401

July 5, 2023

Dear President Shaut,

Recently we have had several plumbing emergencies at City Hall. We are currently in the process of a rather large and expensive repair and anticipate many more in the very near future. In preparation, after speaking to the Mayor and Comptroller, I am asking for a transfer of \$10,000.00 from Contingency for unforeseen expenses.

The plumbing in the entire building needs to be replaced. We are planning to incorporate plumbing replacements with the much larger plan to replace the HVAC system which will hopefully happen next year. At that time the walls will be open, saving us money on demolition and rebuilding.

Thank you for your time and consideration,
Elisa Tinti

A handwritten signature in dark ink, appearing to read "Elisa Tinti", with a long horizontal flourish extending to the right.

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FJA

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

President Shaut
420 Broadway
Kingston, New York

July 6, 2023

Dear President Shaut,

Please accept this communication City Clerk's budget to balance accounts. There is no financial impact.

Thank you for your time and consideration,
Elisa Tinti

A handwritten signature in dark ink, appearing to read "Elisa Tinti", is written over a faint, larger signature.

7/6/2023

From:

Account#	Account Name	Total Amount
A11410.5479	Minor Equipment	\$900.00
A11410.5479	Minor Equipment	\$290.00
A11990.5404		\$2,109.59
A11620.5423	Natural Gas	\$500.00
A11990.5404	Contingency	\$1,297.72
A17551.5472	Contracted Services	\$200.00
A17551.5472	Contracted Services	\$50.00

To:

Account#	Account Name	Total Amount
A11410.5479	Office Supplies	\$900.00
A11410.5462	Dues, Seminar, Assoc Fee	\$290.00
A11410.5105	Retirement Accumulation	\$2,109.59
A11620.5485	General Materials & Supplies	\$500.00
A11620.5105	Retirement Accumulation	\$1,297.72
A17551.5495	Memorial Day Parade	\$200.00
A17551.5811	Social Security	\$50.00

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F-1A

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

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

DEPARTMENT: Corp Counsel DATE: July 7-2023

Description: Trans for \$6,437.99 for short fall

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		
Tony Davis, Ward 5		
Michael Olivieri, Ward 7		
Steve Schabot, Ward 8		
Michele Hirsch, Ward 9		

From:

A1-1420-14-5411	Consultants	6,437.99
Total		6,437.99

To:

A1-1420-11-5111	3,391.50
A1-1420-14-5419	3,046.49
Total	6,437.99

