



COMMON COUNCIL MEETING

Common Council Chambers
Tuesday, January 19, 2021
6:30 p.m.

I. ROLL CALL:

II. REVIEW OF MINUTES:

Special Common Council Meeting of December 17, 2020
Common Council Meeting of December 21, 2020
Organizational Meeting of January 2, 2021
Common Council Meeting of January 4, 2021

III. READING OF ITEMS by the City Chamberlain of any resolutions not listed on the printed agenda.

IV. PUBLIC PARTICIPATION:

V. CHAIRPERSON'S COMMENTS AND PRESENTATIONS:

VI. REPORTS OF COMMITTEES AND BOARDS:

VII. MOTIONS AND RESOLUTIONS:

1. Resolution R21-13, introducing local law 1 of 2021 opting into the state judicial tax enforcement procedure and setting a public hearing.
2. SEQRA Resolution R21-14, and Sale Resolution R21-15 for the sale of city-owned property located at 61 Academy Street
3. SEQRA Resolution R21-16, and Sale Resolution R21-17, for the sale of 204 Church Street.
4. Resolution R21-18, approving a Memorandum of Understanding with the Police Benevolent Association (PBA), memorializing a Successor Collective Bargaining Agreement.
5. Resolution R21-19, approving a Memorandum of Agreement between the Civil Service Employee Association CSEA and the City of Poughkeepsie.
6. Resolution R21-20, renewing an IMA with Dutchess County regarding categories of proposed action that shall be deemed of local concern for purposes of review under GML §239-M.

VIII. ORDINANCES AND LOCAL LAWS:

IX. PRESENTATIONS OF PETITIONS AND COMMUNICATIONS:

1. **FROM PLANNING DIRECTOR QUINN**, a communication regarding the proposed rezoning of 584 Main Street.
2. **FROM COUNCILMEMBER BRANNEN**, a communication regarding historic preservation legislation.
3. **FROM COUNCILMEMBER FLOWERS**, a communication regarding a proposed amendment of 13-175 of the City of Poughkeepsie Code of Ordinances entitled "Stop Signs; Locations Designated", for the addition of a stop sign on Hudson Avenue

X. UNFINISHED BUSINESS:

XI. NEW BUSINESS:

XII. ADJOURNMENT:

**RESOLUTION OF THE CITY OF POUGHKEEPSIE COMMON COUNCIL
INTRODUCING A LOCAL LAW OPTING INTO THE STATE PROVISIONS FOR THE
ENFORCEMENT OF UNPAID TAXES, FEES AND ASSESSMENTS AND REPEALING
THOSE PORTIONS OF THE CITY'S ADMINISTRATIVE CODE PROVIDING FOR
THE LOCAL ENFORCEMENT OF UNPAID TAXES, FEES AND ASSESSMENTS AND
PROVIDING FOR PUBLIC NOTICE AND HEARING**

(R21-13)

**INTRODUCED BY COUNCILMEMBERS BRANNEN, MENIST, L. JOHNSON,
CHERRY, R. JOHNSON, AND CHAIR SALEM:**

WHEREAS, currently the City of Poughkeepsie enforces delinquent taxes, fees and assessments pursuant to its Administrative Code through the annual sale of tax liens having opted out of Article 11 of the Real Property Tax Law; and

WHEREAS, selling tax liens is an inefficient and unjust tax enforcement practice in the City of Poughkeepsie; and

WHEREAS, tax lien systems have been shown to exacerbate the problem of vacant and distressed properties in municipalities throughout the country; and

WHEREAS, the City of Poughkeepsie sells tax liens to investors outside of the city limits for their profit and the tax lien system provides little or no incentive to tax lien purchasers to invest in a property's rehabilitation and upkeep; and

WHEREAS, research has revealed that tax liens severely affect communities of color and senior citizens, particularly low-income seniors who face the potential of not only losing their home, but their home's equity; and

WHEREAS, Governor Cuomo and Attorney General James in 2020 established a statewide policy priority for halting municipal tax lien sales due to the COVID-19 pandemic and the inequitable effects of tax lien sales; and

WHEREAS, the judicial foreclosure process contained in Article 11 of the Real Property Tax Law is a more just, fair and equitable tax enforcement procedure; and

WHEREAS, ending the tax lien system would support the success of the newly created Dutchess County- City of Poughkeepsie Land Bank as demonstrated in other communities around New York State; and

WHEREAS, this local law has hereby introduced, laid on the desk of the Common Council and a public hearing shall hereby be scheduled for its consideration on Tuesday, February 16, 2021 at 5:30 PM; and

BE IT RESOLVED, that an introductory Local Law, entitled “**LOCAL LAW OPTING INTO THE STATE PROVISIONS FOR THE ENFORCEMENT OF UNPAID TAXES, FEES AND ASSESSMENTS AND REPEALING THOSE PORTIONS OF THE CITY’S ADMINISTRATIVE CODE PROVIDING FOR THE LOCAL ENFORCEMENT OF UNPAID TAXES, FEES AND ASSESSMENTS**” be and it hereby is introduced before the Common Council of the City of Poughkeepsie in the County of Dutchess and State of New York; and

BE IT FURTHER RESOLVED, that copies of the aforesaid proposed Local Law be laid upon the desk of each council member; and

BE IT FURTHER RESOLVED, that the Common Council shall hold a public hearing on said proposed Local Law virtually via videoconferencing, (as permitted by the NYS Open Meetings Law) for the purpose of receiving comment on the proposed Local Law on Tuesday, February 16, 2021 at 5:30 PM; and

BE IT FURTHER RESOLVED, that the City Clerk shall publish or cause to be published a public notice in the official newspaper of the City of Poughkeepsie of said public hearing at least ten (10) days prior thereto.

SECONDED BY COUNCILMEMBER _____.

**LOCAL LAW OPTING INTO THE STATE PROVISIONS FOR THE ENFORCEMENT
OF UNPAID TAXES, FEES AND ASSESSMENTS AND REPEALING THOSE
PORTIONS OF THE CITY'S ADMINISTRATIVE CODE PROVIDING FOR THE
LOCAL ENFORCEMENT OF UNPAID TAXES, FEES AND ASSESSMENTS**

(LL-21-01)

INTRODUCED BY COUNCILMEMBER BRANNEN:

**COSPONSORED BY CHAIR SALEM AND COUNCILMEMBERS MENIST, L.
JOHNSON, CHERRY, AND R. JOHNSON:**

SECTION 1. BE IT ENACTED, by the Common Council of the City of Poughkeepsie, a local law adopting the state provisions for the enforcement of unpaid taxes, interest and penalties pursuant to Title 3, Article 11 of the Real Property Tax Law and repealing those sections of Article XIV of the Administrative Code which are contract to the state's provisions for the foreclosure of tax liens by an action in rem, as follows:

Section 14.06. Adoption of State Provisions

The City of Poughkeepsie, New York elects to adopt Title 3 of Article 11 of the Real Property Tax Law, foreclosure of tax lien by action in rem, as the procedure to be used for the tax year 2020 and subsequent years thereto for the enforcement of the collection of delinquent taxes, interest, penalties, assessments, water rates and other charges the city is authorized to collect under its Charter.

For the first calendar year for which this article is to be effective, the calendar year of 2020, the tax liens owned by the city may be foreclosed as provided in Title 3 of Article 11 of the Real Property Tax Law only if they have been due and unpaid for a period of at least three years from the date on which the tax or other legal charges represented thereby became a lien.

Section 14.07. Title Search

Pursuant to § 1102 Subsection 1(e), of the Real Property Tax Law, a charge of \$150 per parcel shall be imposed for the reasonable and necessary costs of title searches required or authorized to satisfy the notice requirements of the Real Property Tax Law.

Section 14.08. Payment of Delinquent Taxes In Installments

Pursuant to §1184 subsection (2) any owner of a residential property may enter into an installment payment plan for eligible delinquent taxes with the Commissioner of Taxes provided that such agreement shall not exceed twenty-four months in length, requires monthly payments and provided that such agreement requires the property owner to pay a

minimum of fifteen percent of the outstanding taxes at the time the agreement is executed.
Any agreement shall be pursuant to §1184 of the Real Property Tax law.

SECTION 2. The following Section of the City of Poughkeepsie Administrative Code shall be repealed and replaced by the in rem tax foreclosure procedure contained in Real Property Tax Law Title 3, Article 11:

~~Section 14.16 Taxes — action to collect taxes.~~

~~Whenever any person or corporation shall refuse or neglect to pay any tax or assessment, the same may be collected by action in the name of the city against any such person or corporation, unless the property taxed or assessed is advertised for sale as provided in this code; such action shall not operate to release any lien upon property for such tax, until the judgment rendered in such action shall have been satisfied.~~

~~Section 14.17 Taxes — lien of taxes, assessments, water, sewer rents; manner of collection.~~

~~Every tax for city, county or state purposes, and every assessment on real estate under this act for whatever purpose imposed or charged upon any real estate within the city, shall be a lien upon such real estate from the time of the first publication of the notice for the collection of the same until paid. Water rates and sewer rents shall be a lien from the date of the delivery to the commissioner of finance of the warrant for the collection thereof, until paid. And every assessment upon real estate, water rates or sewer rents imposed under this act, may, when due, be collected in the same manner as herein provided for the collection of taxes, except that the warrant for the collection of water rates and sewer rents shall be issued by the city administrator and the commissioner of the department of public works.~~

~~Section 14.18 Taxes — transcript of unpaid taxes; correction of assessments.~~

~~(a) Immediately after the fifteenth day of October next after any tax shall have been imposed upon any real estate in said city, the commissioner of finance shall make and deliver to the assessor a transcript of all such taxes which remain unpaid, and the commissioner of assessment, on or before the fifteenth day of November thereafter shall make and deliver to the commissioner of finance a statement containing the name of the owner or occupant so far as the same shall be known to said commissioner of assessment, with a brief description of the property, boundary, and the estimated quantity of each parcel of said land. If any such lands shall have been erroneously assessed, it shall be the duty of such officer to include in such statement a corrected assessment at the same valuation as before.~~

~~(b) A corrected assessment shall only be made after notice to the owner or occupant of such property. Such notice shall be directed to the owner or occupant of such property and shall contain a brief description of the property, to whom it is assessed, the amount of the assessment thereon and the amount of taxes imposed upon such assessment, the time when~~

~~and the place where such reassessment will be made, not earlier than ten days after the second publication of such notice, and shall be published twice prior to such reassessment in the official newspaper. Any erroneous assessment appearing upon the assessment rolls of the city, heretofore or hereafter made upon real estate herein, upon which taxes have been or may be imposed may be reassessed in like manner. Any such corrected assessment, and the amount of taxes levied upon said lands shall be valid.~~

Section 14.19 Taxes — ~~sale of land for unpaid tax, penalty, interest — authorized.~~

~~Whenever any tax, penalty or interest shall remain unpaid on the fifteenth day of November, the commissioner of finance shall advertise and sell the land upon which the same was imposed, for the payment of such tax, penalty or interest remaining unpaid, and the expenses of sale, as hereinafter prescribed, shall also be a charge upon such lands.~~

Section 14.20 Taxes — ~~obtaining of title search and identification of lienors for unpaid real property taxes.~~

~~Whenever any tax, or portion thereof, penalty or interest shall remain due and unpaid on the 16th day of August, in any year, the commissioner of finance shall cause to be obtained a title search for the premises which are the subject of the unpaid tax, penalty, or interest, sufficient to indicate the owner or owners of record for the premises, and the lienors, if any, or record for the premises. Further, whenever any tax, or portion thereof, penalty or interest not due as of August 16th of any year, becomes due and remains unpaid as of the 16th day of October, in any year, the commissioner of finance shall cause to be obtained a title search for the premises which are the subject of the unpaid tax, penalty, or interest, sufficient to indicate the owner or owners of record for the premises, and lienors, if any, of the record for the premises. The commissioner of finance shall provide notice to such owner or owners of record, and such lienors, if any, of record of the public auction to be held on the date established pursuant to Section 14.21 of this code for the purpose of selling parcels of land on account of unpaid taxes, penalties, or interest. The expense incurred by the commissioner of finance in obtaining such title search shall be an expense of sale to be due and payable at the same time as the tax, penalty, interest, and other expenses of sale.~~

Section 14.21 Taxes — ~~advertisement, conduct of sale.~~

~~The commissioner of finance shall immediately after the fifteenth day of November cause to be published once in each week for three successive weeks in the official newspaper a list or statement of the parcels of land charged with unpaid tax, penalty or interest, describing each parcel with a notice that each of the parcels of land will on a day within ten days after the expiration of said three weeks, to be specified in said notice, be sold at public auction at the county court house in the city, to discharge the tax, penalty or interest and expenses aforesaid, which shall be due thereon at the time of sale. On the day and at the place stated in said notice the commissioner of finance shall commence the sale of said parcels of land, and shall continue the sale from day to day until all shall be disposed of.~~

Section 14.22 Taxes — ~~duty of purchaser; purchase by city; certification of sale.~~

~~The purchasers on such sales shall pay the amounts of their respective bids to the commissioner of finance immediately after each parcel shall be struck off. In case a purchaser shall fail to pay the amount of his bid, as herein prescribed, the commissioner of finance shall forthwith offer the parcel for sale again and proceed as though it had not been struck off, and the sale shall be held open for that purpose. Should there be no bid sufficient to cover the amount due on any lot or parcel of land to be sold, then the commissioner of finance shall bid in the same for the city, and the city is hereby authorized to acquire said parcels, and the common council shall have the care and control of all such parcels, and may lease or sell and convey the same. As soon as practicable after the completion of the sale the commissioner of finance shall prepare and execute in duplicate as to each parcel sold, a certificate describing the parcel purchased, by a brief general description of the location, boundary and estimated quantity thereof, and stating the fact of the sale, the name of the purchaser, the sum paid therefor on the sale, the amount due thereon at the time of the sale, the name of the person or persons against whom said tax was assessed, the name of the reported owner thereof, together with any other facts the commissioner of finance may deem essential. One of said duplicates shall be delivered to the said purchaser, or in case the parcel was struck off to the city, then it shall be retained by the commissioner of finance. The commissioner of finance shall deliver the other duplicate certificate to the clerk of the county, who shall file said certificate in his office and record the same in a book to be kept in the said clerk's office for that purpose, and index the certificate in the name of the person, company or corporation to whom the parcel was assessed, the name of the reported owner thereof, and in the name of the purchaser, in the same book and manner as deeds are required by law to be indexed. The county clerk shall be entitled to receive a fee of fifty cents (\$0.50) for each certificate so filed and recorded, which fee shall be paid by the commissioner of finance and shall be a part of the expenses of the sale of the parcel.~~

Section 14.23 Taxes — ~~conduct of sale by city chamberlain.~~

~~If from any cause the commissioner of finance shall be unable to attend at the time and place of sale, the chamberlain of said city may conduct the sale with the same force and effect as though made by the commissioner of finance.~~

Section 14.24 Taxes — ~~disposition of proceeds.~~

~~The proceeds of the sale of each parcel, other than those struck off to the city, shall be applied to the payment of the expenses of the sale as herein provided, and to the extinguishment of the tax, percentage and interest for which it was sold; and if there shall be any residue the commissioner of finance shall hold the same until the owner, at the time of such sale, or any other person or persons entitled to do so, shall redeem said premises from the sale as herein provided, then the commissioner of finance shall pay such owner or other person or persons entitled thereto the said surplus. In all other cases the commissioner of finance shall hold the same until the period of~~

redemption shall have expired, when he shall pay such surplus to the person or persons entitled thereto; and the person or persons entitled thereto shall be ascertained in the same manner and by the same proceedings as in case of surplus on statutory foreclosure of a mortgage upon real estate.

Section 14.25 Taxes — redemption of property sold at tax sale.

The owner of or any person interested in or having a lien upon any parcel or lot so sold may redeem the same from such sale at any time within two years by paying to the commissioner of finance, for the use of the purchaser or his assigns, or, if the same shall have been redeemed by any person other than the owner thereof, then for the use of such person, the sum mentioned in the certificate, with interest thereon at the rate of twelve per centum per annum from the day of sale, together with any tax, assessment, sewer rents or water rates upon said parcel or any part thereof that the said purchasers or assigns or persons before redeeming shall have paid between the days of sale and such redemption, with interest at the rate of twelve per centum per annum upon such tax, assessment, rent or rate from the time of payment.

Section 14.26 Taxes — notice of redemption from tax sale; publication, effect.

At least one month before the expiration of the time for the final redemption of any parcels of land so sold, the commissioner of finance shall publish once a week for three successive weeks in the official newspaper a notice of redemption from such sales, which shall consist of a statement showing in a general way the property sold, the year when the sale took place and the last day for the redemption of lands not already redeemed by the owners, without other or further description. The publication of such notice shall preclude all persons except the purchaser on said sale, or his heirs or assigns, or the lienor finally redeeming from claiming any interest in or lien upon said lands, or any part thereof, in case the lands shall not be redeemed from such sale as herein provided.

Section 14.27 Taxes — conveyance of property upon expiration of period of redemption.

If any parcel or lot so sold shall not be redeemed as herein provided, the commissioner of finance immediately after the expiration of said two years, shall execute and deliver to the purchaser, his heirs or assigns, or to the city or its assigns, or to the lienor finally redeeming, as the case may be, a conveyance of the real estate so sold, which conveyance shall vest in the grantee an estate in fee, subject only to the liens, if any, of unpaid taxes, assessments or water rates thereon. The commissioner of finance executing such conveyance shall be entitled to demand and receive from the grantee one dollar (\$1.00) for preparing every such conveyance, but all purchases made for the city in any one year shall be included in one conveyance, for which the commissioner of finance shall be entitled to receive ten dollars (\$10.00).

Section 14.28 Taxes — tax deed; execution, recordation, effect.

Every such conveyance shall be executed by the commissioner of finance and the execution thereof shall be acknowledged before some officer authorized to take and certify

acknowledgements of instruments for record in said county, and such conveyance shall be conclusive evidence that the sale and subsequent proceedings were regular, and presumptive evidence that all previous proceedings were regular and according to law. Any such conveyance may be recorded in the manner and with the effect of any other conveyance of real estate.

Section 14.29 Taxes — right of grantee in tax deed to possession.

The said grantee or his assigns, or the city or its assigns, as the case may be, shall be entitled to have and possess the granted lands from and after the execution of such conveyance and he, they or it may cause the occupants of such lands to be removed therefrom and the possession thereof delivered to him or it, in the same manner and by the same proceedings and by and before the officers, as in case of a tenant holding over after the expiration of his term without permission of his landlord.

Section 14.30 Taxes — refund of money paid at tax sale.

Whenever any grantee under any such sale shall be unable to obtain possession of the lands conveyed to him by reason of any error or irregularity in the assessment of any person or property or in the levying of a tax or any proceedings for the collection of any tax, the common council shall refund the purchaser the money so paid with interest, the same to be audited and paid as other city charges.

Section 14.31 Taxes — lands acquired by city for taxes; exemption from tax, sale.

After the city shall have acquired the title to any lands sold for taxes, such lands shall be exempt while owned by the city from all taxes. Whenever a sale of any lands belonging to the city shall be made, the city chamberlain shall forthwith notify the assessor thereof, and in case the sale shall be made after the first day of July the commissioner of assessment shall certify to the common council the proper assessed value of said lands, with the name of the person or persons to whom assessed, and the said council shall add the same to the town or city assessment roll, and apportion and levy the proper tax thereon.

Section 14.32 Taxes — unpaid assessments, water rates, other liens; levy correction, enforcement, collection.

Whenever any assessment, water rate, sewer rent or other lien upon real estate, except general city, county and state taxes and assessments made in accordance with the law shall remain unpaid in whole or in part thirty days before the time designated by the Tax Law for the filing of the annual assessment roll for general city, county and state taxes, the commissioner of finance shall prepare and deliver for the commissioner of assessment a statement of all such unpaid assessments, water rates, sewer rents and other liens together with the penalties and interest then due thereon, and the commissioner of assessment shall in a separate column of such annual assessment roll assess the amount of such unpaid assessments, water rates, sewer rents and other liens upon the property against which the same are a lien and the amount so assessed shall be

~~paid in equal quarterly installments at the same time as general city taxes as prescribed herein. Hearings shall be held thereon and the same shall be levied, corrected, enforced and collected in the same manner, by the same proceedings, under the same penalties and having the same lien upon the property assessed as the general city, county and state tax and as a part thereof.~~

SECTION 3. This Ordinance shall take effect immediately upon filing with the New York State Secretary of State and acceptance by the New York State Department of Taxation and Finance.

SECONDED BY COUNCILMEMBER _____ :

~~STRIKETHROUGH~~ INDICATES DELETION

BOLD and UNDERLINE INDICATES ADDED LANGUAGE

**NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW
ACT (SEQRA) RESOLUTION REGARDING A SALE OF
CERTAIN CITY OWNED PROPERTIES
(R21-14)**

INTRODUCED BY COUNCILMEMBER MENIST

WHEREAS, the Common Council of the City of Poughkeepsie is considering the sale of certain properties now owned by the City of Poughkeepsie, known as 61 Academy Street; and

WHEREAS, the Common Council considers the proposed sale to be an Unlisted Action under Title 6 NYCRR, Section 617.2 of the SEQRA regulations; and

WHEREAS, Title 6 NYCRR, Section 617.6 specified that an agency will be the lead agency when it proposes to undertake or receives an application for funding or approval of a Type I Action that does not involve another agency; and

WHEREAS, the Common Council considers itself to be the only "involved agency" with respect to this proposed sale of properties; and

WHEREAS, the Common Council has reviewed the proposed sale of properties in accordance with Title 6 NYCRR, Section 617.11; and

WHEREAS, the Common Council has considered the hereto attached long Environmental Assessment Form (EAF)

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. In accordance with Section 617.5(a)(1) of Title 6 NYCRR, the Common Council determines that the above described action is subject to SEQRA; and
2. In accordance with Section 617.5(a)(2) of Title 6 NYCRR, the Common Council determines that the action does not involve a federal agency; and
3. In accordance with Section 617.5(a)(3) of Title 6 NYCRR, the Common Council determines that the above described action does not involve any other agencies; and
4. In accordance with Section 617.5(a)(4) of Title 6 NYCRR, the Common Council classifies the above described action as an unlisted action. The Common Council in making such classification considered Section 617.12 of Title 6 NYCRR and determined that the above action did not fall into any of the categories listed under Type I, and also considered Section 617.13 of NYCRR and determined that the above described action did not fit under any of the categories listed under Type II Actions, thus reaching the conclusion that it is to be considered an unlisted action; and

5. In accordance with Section 617.5(a)(5) the Common Council determines that the above described project will not require a long EAF since the short EAF provides sufficient information; and
6. The Common Council officially makes a determination of non-significance in that the proposed sale of properties are not expected to result in a significant adverse impact on the environment and, therefore, the preparation of a draft environmental impact statement is not necessary; and
7. This determination shall be considered a Negative Declaration for the purposes of Article 8 of the Environmental Conservation Law; and
8. The City Chamberlain shall maintain a file of this determination as well as the attached EAF which is hereby made a part of this resolution.

SECONDED BY COUNCILMEMBER _____ .

RESOLUTION
(R21-15)

INTRODUCED BY COUNCILMEMBER MENIST

WHEREAS, the City of Poughkeepsie has previously taken title to a vacant lot known as 61 Academy Street (Tax Map No: 6161-21-093964), in the City of Poughkeepsie by reason of a Treasurer's Deed; and

WHEREAS, the above mentioned properties have been offered for sale by the City in accordance with the policy for the sale of City owned property; and

WHEREAS, an offer has been received from Terra Design Studio NY, LLC to purchase these properties for the sum of \$40,000; and

WHEREAS, the Property Acquisition and Disposition Committee, having considered the mission of the Committee and the policies of the City, one of which is to increase artist lofts and study space, has recommended that the City of Poughkeepsie accept this offer; and

WHEREAS, the Common Council hereby finds that the offer from Terra Design Studio NY, LLC is in the best interests of the City of Poughkeepsie; and

NOW, THEREFORE,

BE IT RESOLVED, that the Common Council hereby makes the following determinations: (a) that there is no existing municipal purpose or need for this property, and (b) that the sale price and conditions imposed herein represent fair and adequate consideration for the conveyance; and be it further

RESOLVED, that the offer from Terra Design Studio NY, LLC, to purchase premises known as 61 Academy Street (6161-21-093964), in the City of Poughkeepsie for the sum of \$40,000.00 is hereby approved subject to the hereinafter mentioned conditions and subject to such other and further conditions which the Corporation Counsel shall deem appropriate; and be it further

RESOLVED, that this sale is approved subject to the following conditions:

- A. That the Purchaser shall within thirty (30) days of the date of this resolution, take title to such property.**
- B. Purchaser shall obtain a building permit for the construction of a three story mixed-use building containing artist lofts, work space and gallery, within six (6) months of the closing of title;**
- C. Purchaser shall obtain a valid Certificate of Occupancy for the property within one (1) year after the issuance of a building permit;**

- D. The transfer of title and Purchaser's use of the Property shall be subject to all state, federal and local regulations including the City of Poughkeepsie and New York State Building Codes and the City of Poughkeepsie Zoning Ordinance and real property taxes coming due pursuant to law on and after the date of transfer of title;**
- E. Purchaser agrees that he shall not use the agreed upon purchase price as a reason to grieve or otherwise contest the assessed value of the premises for purposes of real property taxation; and**
- F. Prior to the closing of title, Purchaser shall apply for and obtain the approval from the Planning Board and/or the Zoning Board of Appeals of any site plan approval or zoning variances required by law; and**

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to enter into an Agreement for Sale of Land for the above mentioned transaction provided such agreement contains the terms contained herein together with such other terms and conditions which the Mayor and the Corporation Counsel shall deem appropriate, and the Mayor, the City Administrator and the Corporation Counsel are hereby authorized and directed to do all things necessary to give effect to the terms of this resolution.

SECONDED BY COUNCILMEMBER _____.

TO:
Paul Calogerakis
Director of Development
pcalogerakis@cityofpoughkeepsie.com

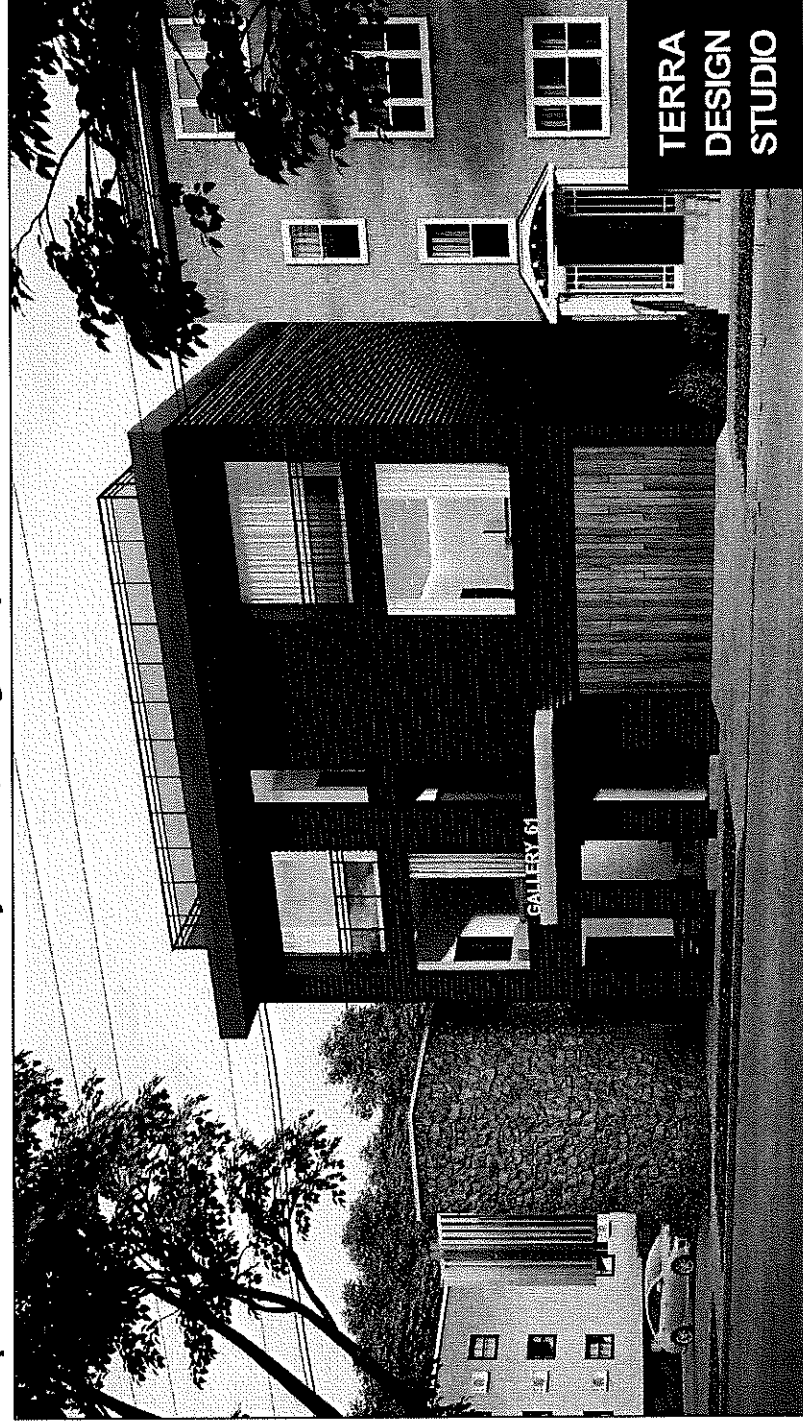
RE: Response to City of Poughkeepsie for RFP for 61 Academy Street, Poughkeepsie, NY
12601 (6161-21-093964)

DATE: October 9, 2020
Please find the attached
submission for the RFP.

FROM:
Gregory Stanford
Alejandro Carreno

TERRA DESIGN STUDIO
160 Academy Street Suite #6L
Poughkeepsie, NY 12601
m. 917-697-9399

GALLERY 61 10-09-2020



61 Academy Street, City of Poughkeepsie, NY 12601

(6161-21-093964)

**Response to City of Poughkeepsie Request for
Proposal**

GALLERY 61 10-09-2020

**TERRA
DESIGN
STUDIO**

Section 1: PROPOSAL STATEMENT

This RFP is in response to The City of Poughkeepsie initiative to seek development proposals for a parcel located at 61 Academy Street. (#6161-21-093964), This is a vacant 7,405 square foot lot with a land use classification of vacant commercial. This parcel is presently a parking lot and is a highly visible location just 2-½ half blocks from Main Street and is in proximity and walking distance to shops, restaurants and galleries within the City's core and is adjacent to the Innovation District that the City of Poughkeepsie has put extra focus and resources on fostering a renewal of this iconic Hudson Valley Metropolis.

The City's RFP calls out that the site can have a new classification of commercial-residential in order to revitalize the neighborhood and to provide more available housing stock in the city center.

This mixed-use project will include an Art Gallery, two high-end, luxury Residential units and four Artist Studios.

The proximity of the site to the Innovation District and the Creative Edge makes it an ideal project to support the City of Poughkeepsie's vision for revitalizing the City's core district.

GALLERY 61 10-09-2020

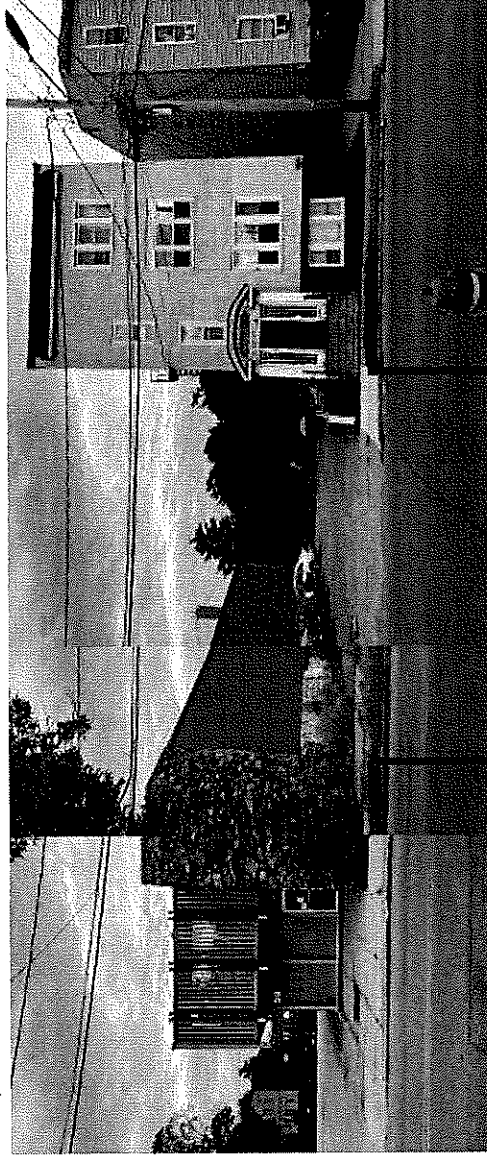
TERRA
DESIGN
STUDIO

SITE LOCATION



GALLERY 61 09-10-20

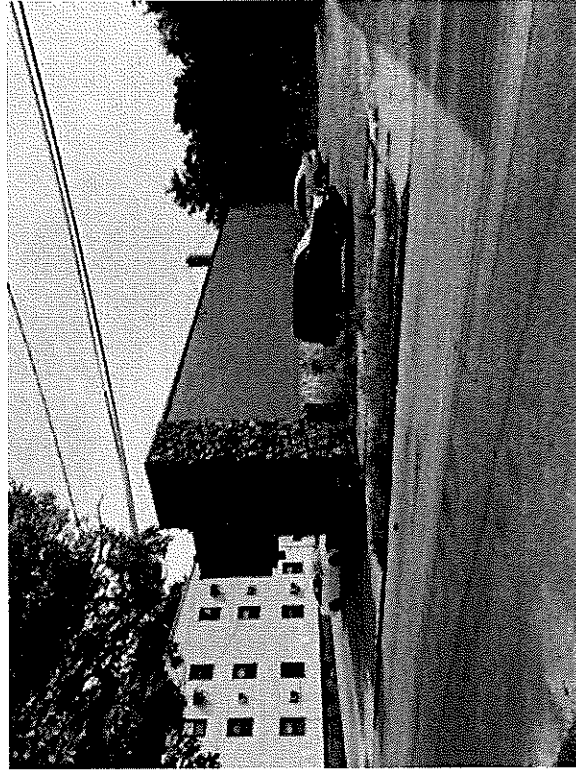
GALLERY 61 10-09-2020



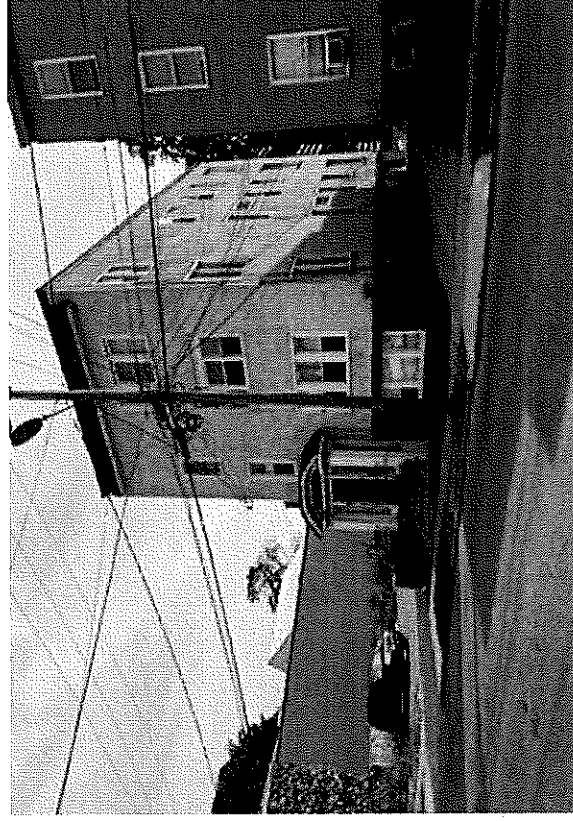
61 Academy Street

TERRA
DESIGN
STUDIO

NEIGHBORING BUILDINGS



59 Academy



63 Academy

GALLERY 61 09-10-20

TERRA
DESIGN
STUDIO

Section 2: PROJECT DESCRIPTION

This mixed-use project encompassing 7038 square feet over three floor and a partial basement will fit in well in the vernacular context of the surrounding residential and commercial buildings. The style would be described at Contemporary-Loft and speaks to the history of downtown Poughkeepsie as being a hub for retail and bespoke manufacturing. The program will include a two-story Art Gallery with an adjacent Courtyard for events, two luxury residences, four Art Studios and a private rear yard for the tenants. The building's footprint will meet the current zoning guidelines with a setback from Academy Street of 10', a height of no more than 35', a side set back of 10' and a rear yard setback of 15'.

GALLERY	2336 Sq. Ft.
RESIDENCE 1	1180 Sq. Ft.
RESIDENCE 2	1180 Sq. Ft.
GALLERY STORAGE	266 Sq. Ft.
ART STUDIO 1	228 Sq. Ft.
ART STUDIO 2	178 Sq. Ft.
ART STUDIO 3	310 Sq. Ft.
ART STUDIO 4	539 Sq. Ft.
BASEMENT	896 Sq. Ft.
TOTAL Square Footage	7038 Sq. Ft.

GALLERY 61 10-09-2020

ERRA
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Section 3: Target Population

The 61 Academy Street project is intended to transform an existing vacant city lot in a well trafficked to a beacon for progress and revitalization.

- Terra Design Studio intends to celebrate the burgeoning cultural shift that is happening in the City of Poughkeepsie that embraces the Arts, inclusion and diversity. It's time for this overlooked city to retake its place as a great Hudson River Hub and like all great and lasting movements it starts with grassroots and the support of the City council to enact laws, change zoning and work with funding agencies to foster the success in this renaissance.
- The proximity to the train station, bus transit hub, the rail trail and the walkway over the Hudson makes this initiative to revitalize the city center and obvious choice for business that cater to the public. Gallery 61 will help to build critical mass with the art scene in the downtown to draw the many on foot and bicycle bound visitors as well as the surrounding residents that can park easily in the ample surrounding lots.

GALLERY 61 10-09-2020

Section 4: IMPACT ANALYSIS

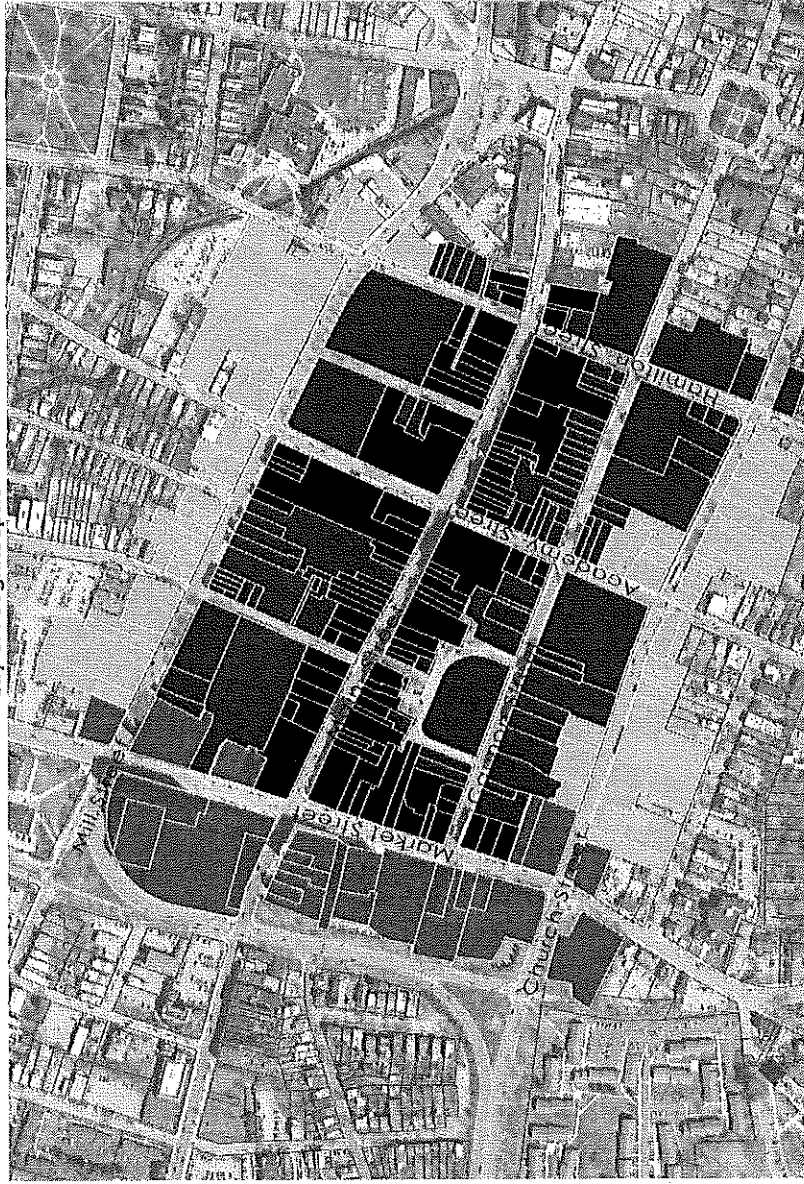
The 61 Academy Street location is adjacent to both the City of Poughkeepsie Innovation District PID and The Creative Edge PID-CE which was adopted by the Common Council in 2019 to revitalize the City's Historical core with mixed use, residential, cultural and working spaces. Other key factors in the development of the design include:

- A dynamic project that will stimulate the local economy by fostering partnerships and collaborations with Not-for-Profit institutions such as the Barrett Art Center by helping to support their fundraising efforts and community outreach programs. Gallery 61 will also join with Arts Mid-Hudson by participating in their annual Art Walk.
- Remediating a vacant lot and surface parking lot to become an appealing structure as well as a source of tax revenue for the City with the 2 luxury apartments, Gallery that will bring cultural and commercial activities to the city, and four Art Studios.

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Poughkeepsie Innovation District
City of Poughkeepsie



- PID-HC Historic Core
- PID-CC Civic Corridor
- PID-UV Urban Village
- PID-CE Creative Edge


 Prepared by:
 PACE Land Use & Economic Consulting
 Kevin Duane Land Use & Economic Consulting

GALLERY 61 10-09-2020

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STUDIO**



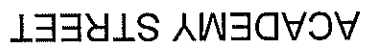
- PID-HC Historic Core
- PID-CC Civic Corridor
- PID-UV Urban Village
- PID-CE Creative Edge

61 Academy Street Site

PA
Kevin Dwork

TERRA
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STUDIO

**TERRA
DESIGN
STUDIO**

Project
61-ACADEMY

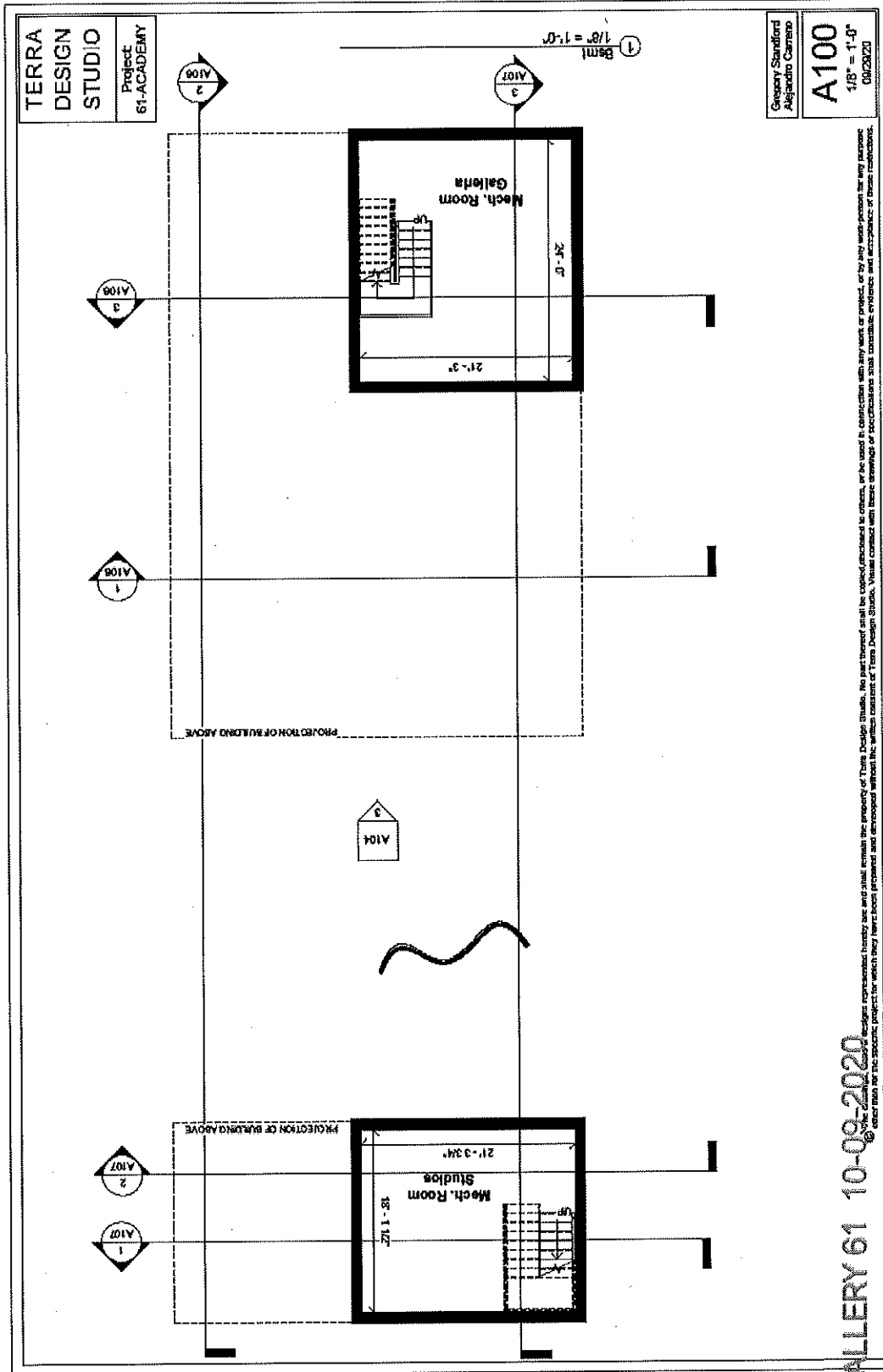
① 840 17 = 10.05

Gregory Standford
Alejandro Cárdeno

1" = 10'-0"
08/24/20

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SECTION 5:
PLANS
BSMT PLAN



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GALLERY 61 10-03-2020

**TERRA
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GALLERY 61 10-09-2020

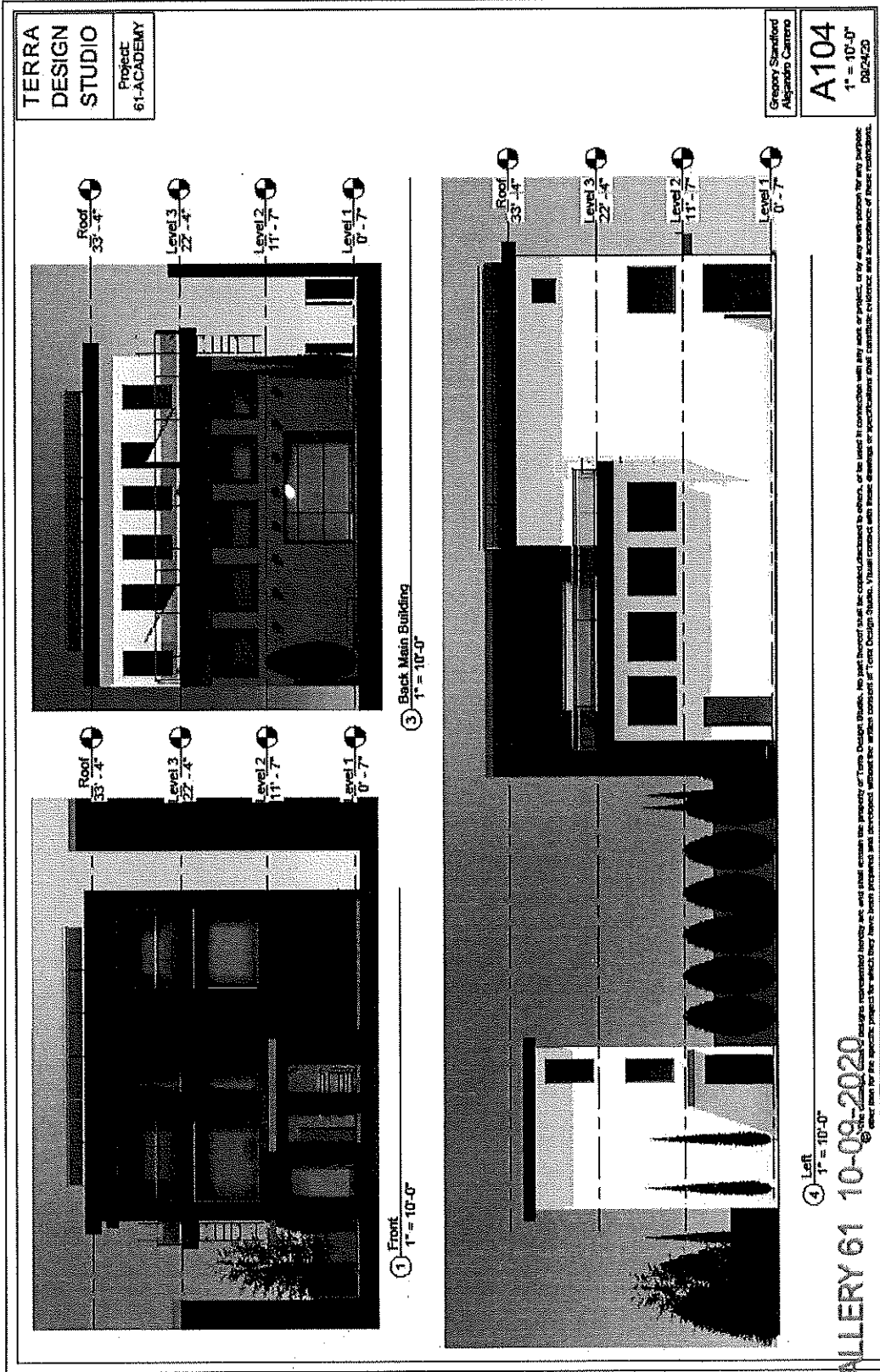
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GALLERY 61 10-09-2020

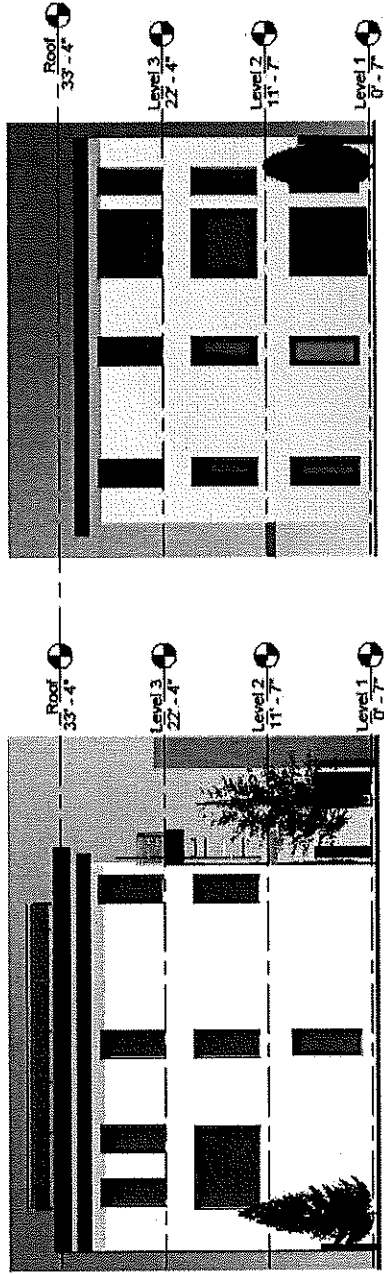
**TERRA
DESIGN
STUDIO**

SECTION 5: PLANS ELEVATIONS



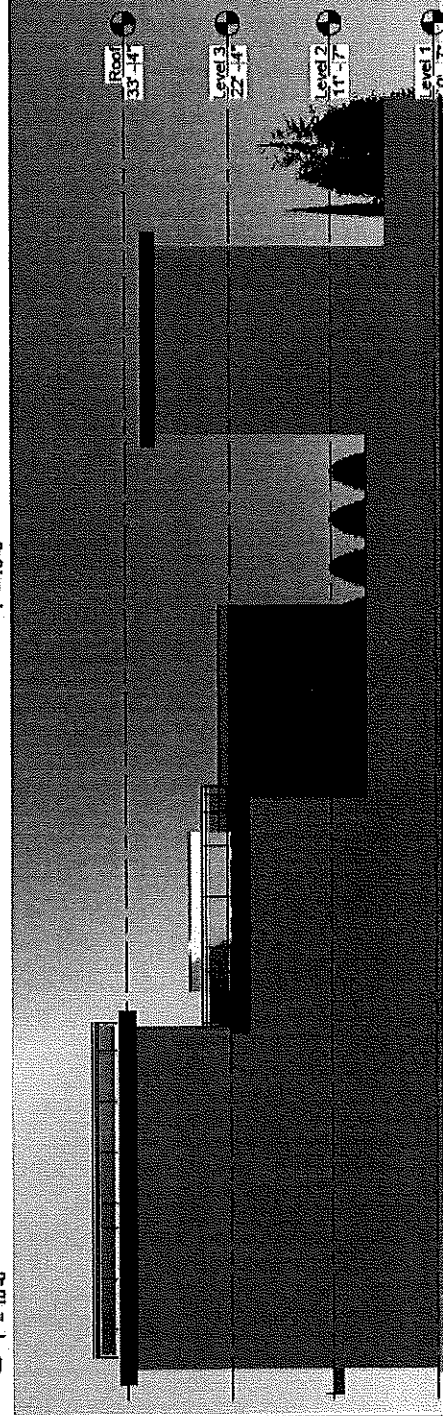
SECTION 5: PLANS ELEVATIONS

TERRA
DESIGN
STUDIO
Project:
61-ACADEMY



① Rear
1" = 10'-0"

③ Studios Front Elevation
1" = 10'-0"



Gallery Standard
Alejandra Carrero
A105
1" = 10'-0"
08/24/20

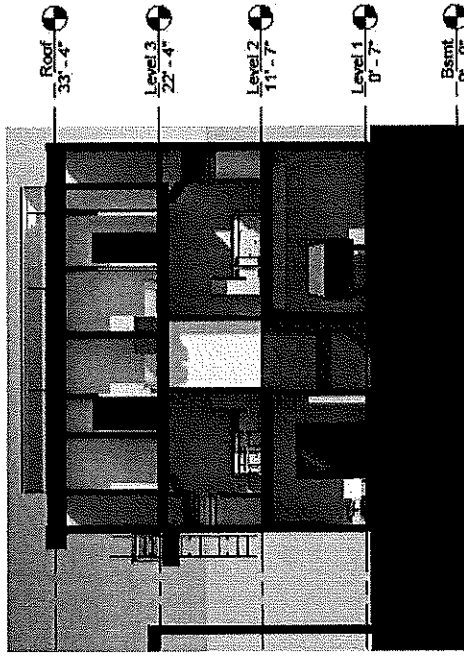
GALLERY 61 10-08-2020

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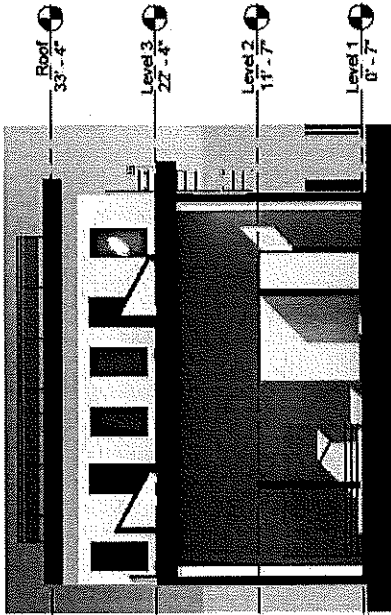
TERRA
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STUDIO

SECTION 5: PLANS SECTIONS

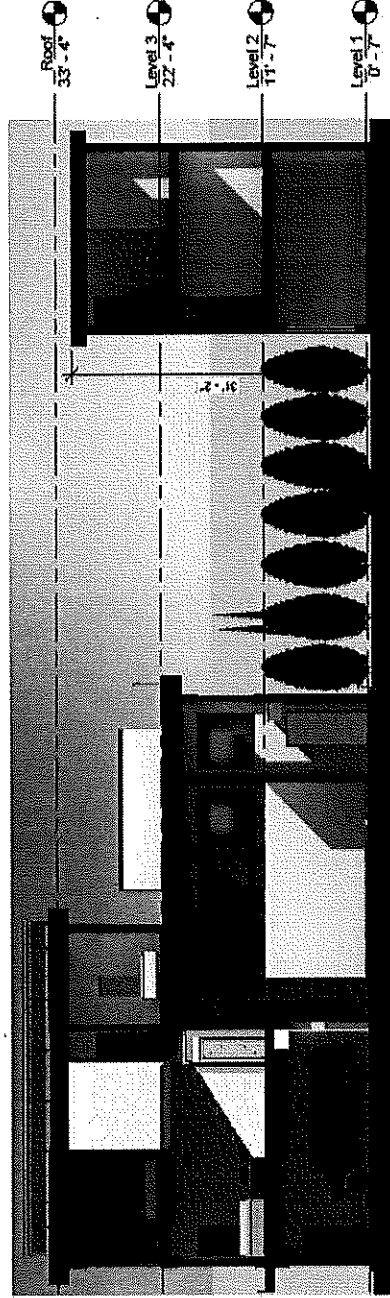
TERRA
DESIGN
STUDIO
Project:
61-ACADEMY



① Section 1
1" = 10'-0"



② Section 2
1" = 10'-0"



③ Section 3
1" = 10'-0"

Graeco Sanford
Alejandro Carrero
A106
1" = 10'-0"
08/24/20

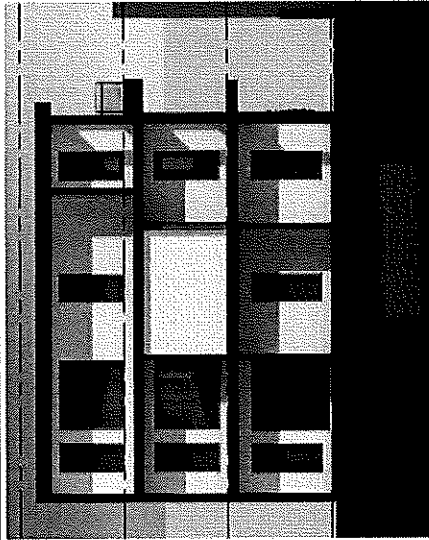
TERRA
DESIGN
STUDIO

GALLERY 61 10-09-2020

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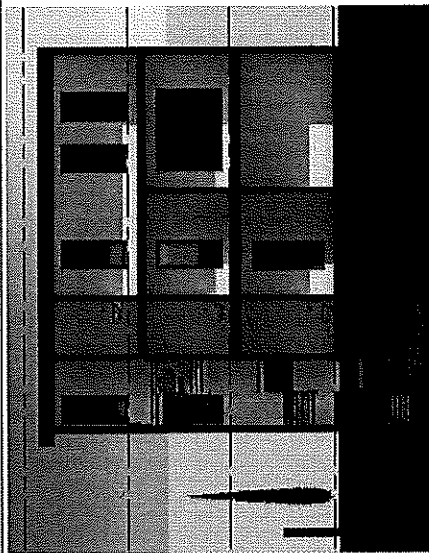
SECTION 5: PLANS SECTIONS

TERRA
DESIGN
STUDIO
Project
61-ACADEMY



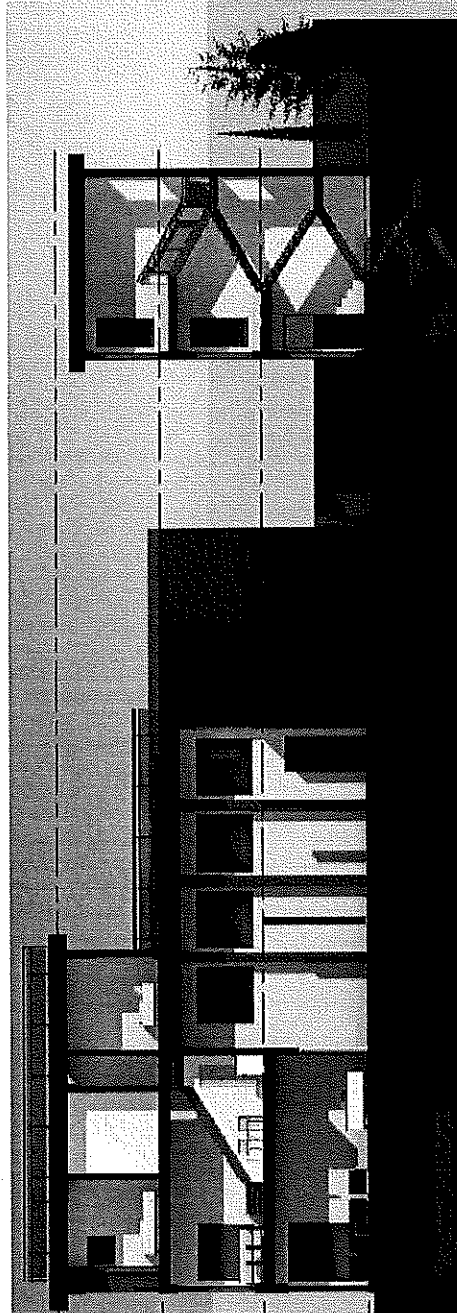
Roof 33'-4"
Level 3 22'-4"
Level 2 11'-7"
Level 1 0'-7"
Basmt 9'-0"

① Section 4
1" = 10'-0"



Roof 33'-4"
Level 3 22'-4"
Level 2 11'-7"
Level 1 0'-7"
Basmt 9'-0"

② Section 5
1" = 10'-0"



Roof 33'-4"
Level 3 22'-4"
Level 2 11'-7"
Level 1 0'-7"
Basmt 9'-0"

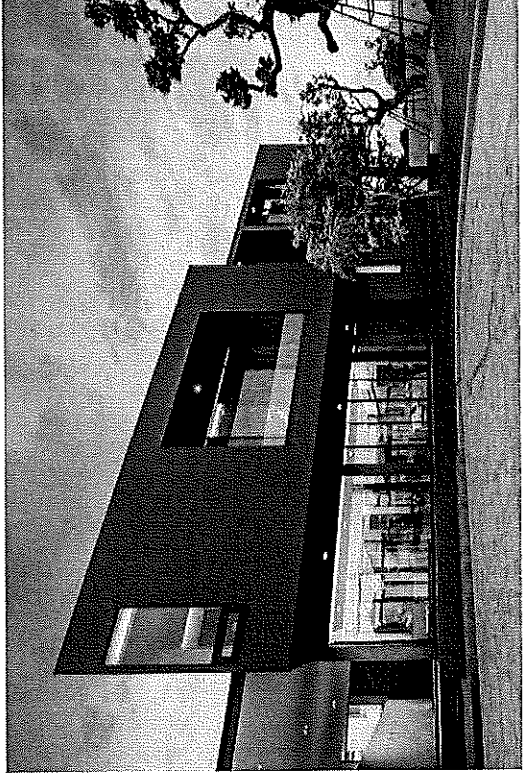
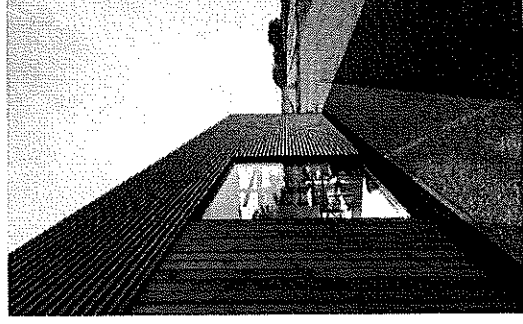
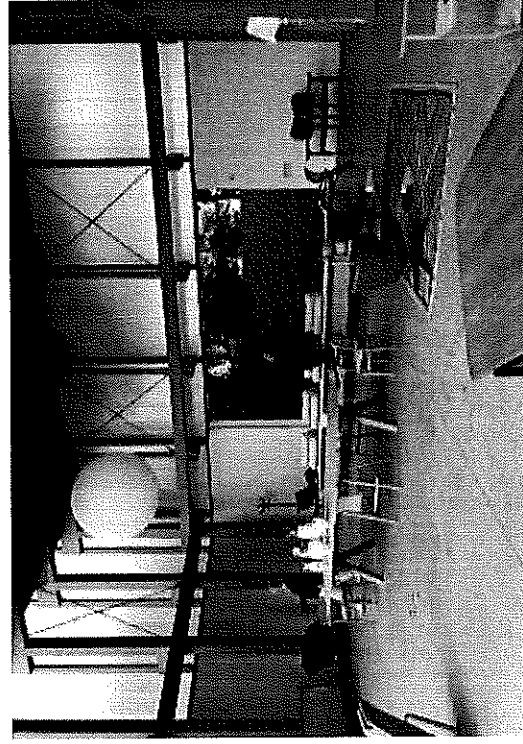
Gentry Stanford
Alejandro Carrero
A107
1" = 10'-0"
002423D

GALLERY 61 10-0932 Sections

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STUDIO

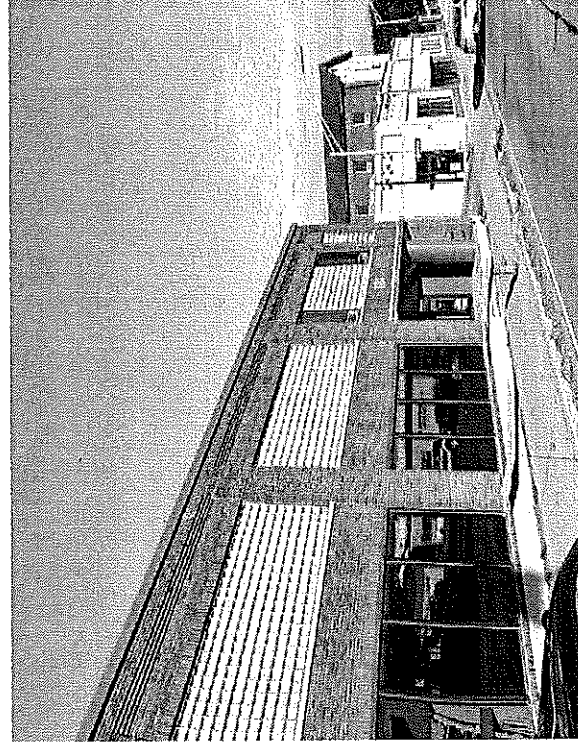
DESIGN INSPIRATION



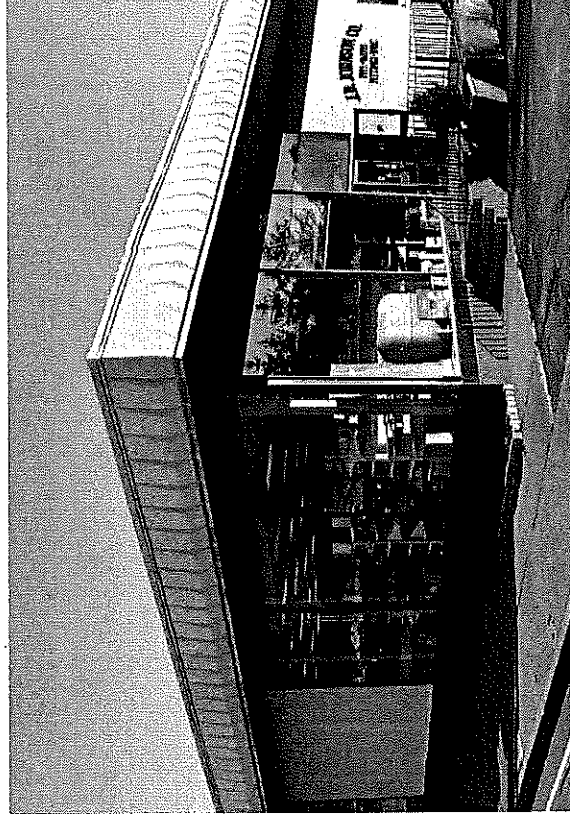
GALLERY 61 09-10-20

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NEIGHBORING BUILDINGS- PID POUGHKEEPSIE INNOVATION DISTRICT



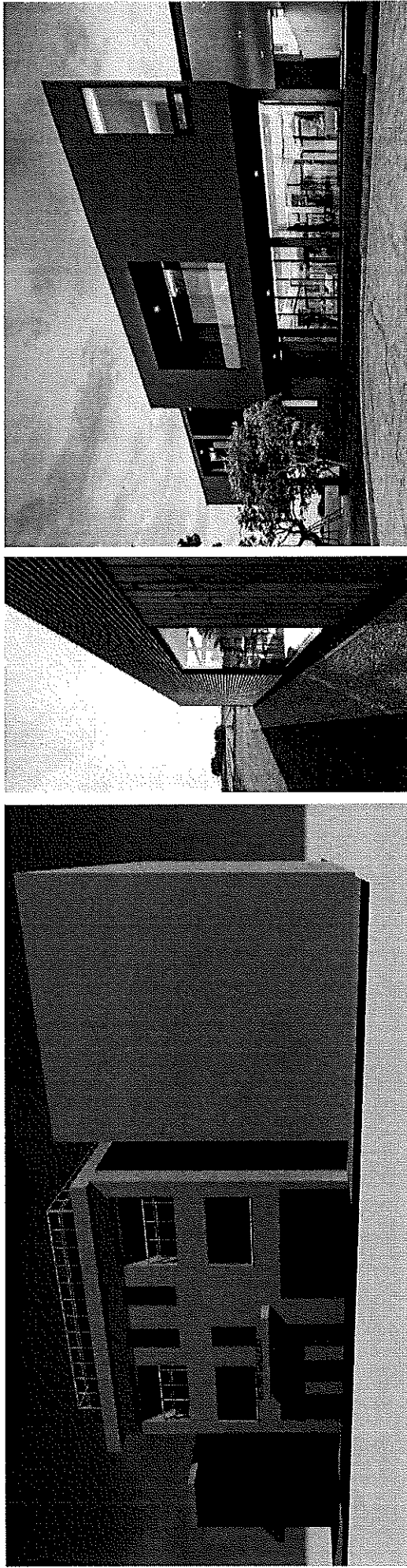
181 Church



182 Church

GALLERY 61 09-10-20

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Look and feel of
exterior finishes.



GALLERY 61 09-10-20

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GALLERY 61

EXTERIOR

Section 6: PROJECT SCHEDULE PHASE 1 – Pre-Construction

RFP		
Proposal submission	10/9/20	10/9/20
City revision	10/9/20	11/9/20
Award	11/9/20	11/13/20
Property acquisition		
Title and closing	1/2/21	1/16/21
Recordation	1/26/21	1/31/21
Design Phase		
Pre-design	9/16/20	10/8/20
Final design	10/9/20	12/8/20
Structural Engineering + Consultants	11/23/20	1/12/21
Construction Document	12/12/20	1/26/21
Permitting	2/9/21	3/21/21

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Section 6: PROJECT SCHEDULE Part 2 –Construction Phase

Construction Phase		
Site work	4/4/21	6/3/21
Foundation/Masonry work	6/3/21	7/3/21
Structural work/Rough frame	7/8/21	9/6/21
Exterior finishes	9/11/21	11/10/21
Trades rough-in	9/21/21	12/20/21
Closing/Interior finishes	1/19/22	5/19/22
Landscaping	5/24/22	6/28/22
Final Completion & Inspections		

GALLERY 61 10-09-2020

Section 7: CONSTRUCTION TEAM

TERRA DESIGN STUDIO Principals Alejandro Carreno and Gregory Stanford will act as project managers on behalf of the ownership.
EQUESTATE will act as the general contractor.

Equastate has been general contracting in the Hudson Valley since 2003. Involved in numerous commercial and residential projects during this time, it is currently the general contractor in the development of a premium riverfront event and hospitality venue in Kingston, NY, as well as in a residential project in Rhinebeck, NY.

Contact: Carlos Risso tel. 845-663-6589
c.risso@equastate.com
Senior Project Manager

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Section 8: TERRA DESIGN STUDIO – DEVELOPER BACKGROUND

TERRA DESIGN STUDIO has been incorporated since 2006 with Alejandro Carreno and Ines Carreno as owners. Gregory Stanford has joined as a partner in the business in February of 2020.

Both Alejandro and Gregory had previously worked together at Marriott International in roles as Design Manager and Design Director respectively handling project management for several multi-million-dollar projects consecutively. Keeping projects on schedule and on budget is a role we are both proficient at. Beyond working for larger corporations both Carreno and Stanford have developed their own projects including a ground up lake house in Rhinebeck, NY.

There are no pending lawsuits against the firm or the principals.

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DEVELOPMENT & DESIGN TEAM



Gregory Stanford
Principal

TERRA DESIGN STUDIO

Gregory Stanford is an Interior Designer with a Bachelor of Architecture from Syracuse University '82. He has worked internationally on mixed use projects from as far as Shanghai to Hyde Park, New York with work done at the Culinary Institute of America. A 20 Year resident of the Hudson Valley and a Poughkeepsie resident for the past five years. A passionate Hudson Valley and Poughkeepsie supporter with memberships at the Barrett Art Center and Hudson River Heritage. This project at 61 Academy Street will be three short blocks from his home at Executive Towers at 160 Academy Street and he intends to be actively involved in the programs at the Gallery as well as outreach efforts in the neighborhood.

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TERRA
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Section 8: RESUMES – Gregory Stanford

GREGORY STANFORD

160 Academy Street #6L Poughkeepsie, NY 12601 tel. 917.697.9399
gstanford@gmail.com

EMPLOYMENT

DIRECTOR OF INTERIOR DESIGN YEARS EMPLOYED 2013-2020

Marrion International New York

Design Director W HOTELS/ST. REGIS/TH MARRIOTT/AUTOCRAPH COLLECTION/MOXY

HOTELS

Leading design reviews and project management. Additional responsibilities include business development support and public relations engagement. Candidate possesses a flexible attitude and the ability to collaborate well while encouraging collaboration in a team environment as well as demonstrating strong organizational, time management and communication skills.

DIRECTOR OF INTERIORS YEARS EMPLOYED 2011-2013

Lee Schrager Company New York

Supervisor of EDITION HOTELS

Projects include EDITION London, EDITION Miami

PRINCIPAL YEARS EMPLOYED 1999-2011

Rockwell Group New York

Leading Interior Designer of Restaurants, Hotels, Residential Real Estate Development, Retail Corporate, Product Set Design, Uniform Design and Special Events.
Projects include: COSMO LV, Ritz Carlton Four Seasons, Fairmont, Marriott Town, Country, Currella, Noche, Essex (New Orleans), Spice Market (Minneapolis), McCann Erickson, FCB, Share our Strength, Delta, Absolut, Belmad Properties, Canyon Ranch (Miami), Chambers (Minneapolis), Related Companies/TALE

SENIOR ASSOCIATE YEARS EMPLOYED 1997-1999

BBGM Interiors New York

Lead Major Interior Restaurant and Hotel Projects from inception through Completion.
Projects include: Noma's Restaurant, Le Parker Meridien, Marriott (Salt Lake City), Inn at Penn (Philadelphia), Saggi's Bistro.

DESIGNER YEARS EMPLOYED 1995-1997

Gregory Stanford Design New York

Designed and installed Hotel, Restaurant and Residential Projects.
Projects include: Brookfield Estates, London, Apple Pie Café, CIA, RoseMcQuillen Residence, Worked with furniture manufacturers in UK and Italy on Custom Furniture and Accessories.

DESIGN DIRECTOR YEARS EMPLOYED 1991-1995

Adam D. Fikens International New York

Design Lead on Luxury Hotel and Restaurant Projects. Developed Contract Document Standards.
Projects include: Gaudin (Budapest), Greystone Restaurant, Spago (Las Vegas), Dan Elton Hotel, Remi

1985-1991 TOM LEE LTD. NY/INTERMEDIATE DESIGNER

1984-1985 BELMONT DESIGN, NY/DESIGNER

1983-1984 DONGHIA, NY/DESIGNER

EDUCATION

BACHELOR OF ARCHITECTURE YEARS ATTENDED (1976-1982)
Syracuse University Syracuse, New York

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Section 8: RESUMES – Gregory Stanford Awards

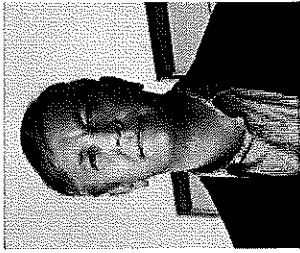


<u>Environments</u> Category	<u>Ames Hotel Boston</u> Project David Rockwell, Gregory Stanford, and Davenport Charles Farruggio of Rockwell Group; Mari Balastazzi, Heather Maloney and Tracy Smith of Morgans Hotel Group and Add Inc. Designers	<u>Normandy Real Estate Partners/Morgans Hotel Group</u> Client
<u>T.D.M.</u> IDA Chair September 17, 2011 Date	<u>Gregory Malin</u> IDA President	

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TERRA
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DEVELOPMENT & DESIGN TEAM



Alejandro Carreno
Principal

TERRA DESIGN STUDIO

Alejandro has over twenty years of professional design and construction experience on a range of projects, along with a Bachelor of Architecture Degree. Alejandro's experience lets him connect the aspects of interior design and back-of-house to the overall architectural design as well as the technical facets of a project.

Recently, he was working at Marriott International Global Design Americas Luxury Brands, where he was a Senior Design Manager for W and Edition Brands, such as the Dubai Edition, W Toronto, W Downtown LA, and W Sao Paulo. This involved managing multiple projects for their design and progress, from feasibility to opening.

Currently living in Easton, Connecticut he and his wife Ines are looking to move to Poughkeepsie.

GALLERY 61 10-09-2020

**TERRA
DESIGN
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Section 8: RESUMES

Alejandro Carreno

ALEJANDRO CARRENO
E: alecarreno@gmail.com
T: 703.629.8330

PROFESSIONAL EXPERIENCE

SENIOR DESIGN MANAGER | MARRIOTT INTERNATIONAL Bethesda, MD 01.2018 - 08.2020

Global Design - Luxury Brands - Edition & W

Some of my responsibilities for the design coordination and project management are to:

- Develop hotel programming, prepare Kick Off meetings, comment and approve Design Narratives, review project plans at established intervals to make sure they comply with Design Standards and Brands' specifications for hotel and/or residences.
- Keep track of the project's progress through the company's systems to keep deadlines or take action, ensuring target dates are met and any issues are dealt in a timely manner.

OWNER | CARRENO ARCHITECTURE Fairfax, VA 01.2000 - 12.2017

Architecture firm specializing in custom residential and a range of commercial projects. Including:

OWNER | TERRA DESIGN STUDIO, INC. Oakton, VA 08.2006 - Present
Custom residential design, remodeling, and additions. Some are:

DESIGN MANAGER | SUSAN WOODWARD NOTKINS ARCHITECTS, PC 03.1997 - 06.2000

McLean, VA. Custom residential design, remodeling, and additions.

PROJECT MANAGER | ARCHITECTURE BY TONO Bethesda, MD 04.1992 - 09.1996/

05.2007-2017

Custom residential design, remodeling, and additions. Light commercial

Participated in many residential projects as an Intern Architect, and years later provided consulting assistance including in this urban planning community rehabilitation.

EDUCATION

NCARB Associate

Bachelor of Architecture | Universidad Católica de Córdoba, Argentina. 1983 - 1988
Diploma & Registered Architect

SKILLS

Languages: Fluent in English and Spanish, Conversational Italian

Software: AutoCAD, Revit, 3DS Studio, Microsoft Office, Adobe Illustrator, Photoshop, Bluebeam

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TERRA
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SECTION 9: PROFESSIONAL QUALIFICATIONS

TERRA DESIGN STUDIO

Incorporated in 2006 and operates as a corporation. It has a Grade A General Contracting License originally from Virginia and the Washington Metropolitan area Principals are, Alejandro Carreno, Ines Carreno & Gregory Stanford. (Joined in 2020)

Business located at 160 Academy Street Suite 6L, Poughkeepsie NY and 20 Sherwood Road Easton Ct. 06612.

Alejandro Carreno – Project Director in charge of Architecture and Design. 25+ Years of experience designing & building mix use projects.

Ines Carreno -Construction Manager. 25+ Years experience designing & building mixed use projects.

Gregory Stanford – Director in Charge of Interior Design. 30+ Years experience in the field of Interior Design with over 200 Completed project and numerous awards.

GALLERY 61 10-09-2020

**TERRA
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SECTION 10: PRIOR EXPERIENCE

Gregory Stanford

(2013-2020) Marriott International As Design Director; Moxy Hotels, Autograph Hotels & W Hotels. (2011-2013) Ian Schrager International (1999-2011) As Principal; Edition Hotels, London, Miami & NYC.
Rockwell Group New York; COSMO LV, Ritz Carlton, Four Seasons. Fairmont, Marriott, Town, Country, Citarella, Noche, Emeril's (New Orleans), Spice Market (Minneapolis), McCann Erickson, FCB, Share our Strength, Diffa, Absolut, Related Properties, Canyon Ranch (Miami), Chambers (Minneapolis), Related Companies/TATE APARTMENTS. Nectar Restaurant (ground up)
(1997-1999) As Senior Designer BBGM New York; Norma's Restaurant, Le Parker Meridien, Marriott (Salt Lake City), Inn at Penn (Philadelphia), Seppi's Bistro.
(1995-1997) Gregory Stanford Design New York; Brookfield Estates, London, Apple Pie Café, CIA, Rose/McQuillan Residence, Worked with furniture manufactures in UK and Italy on Custom Furniture and Accessories.
(1991-1995) Adam D. Tihany International New York; Gundel (Budapest), Greystone Restaurant, Spago (Las Vegas), Dan Elait Hotel, Remi.

GALLERY 61 10-09-2020

TERRA
DESIGN
STUDIO

SECTION 10: PRIOR EXPERIENCE

Alejandro Carreno

(2018-2020) Marriott International As Design Manager; W Sao Paulo, W Downtown LA, W Costa Rica, Edition Riyadh, Edition Times Square; feasibility studies conducted worldwide.

(2000-2018) Carreno Architecture As Principal; comparable projects include Navy Yard of Washington DC in 2007

(2006-Present) Terra Design Studio As Principal; projects managed include National Counseling Group and CCFS revitalization of multiple locations throughout Virginia from 2006 to 2014

(1997-2000) Woodward- Notkins Architecture PC. As Project Manager for luxury residences in the DC Metro Area

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SECTION 11: FINANCIAL CAPABILITY

Financial Background and Documentation will be provided under separate cover upon request.

GALLERY 61 10-09-2020

SECTION 12: ANTICIPATED PROJECT FINANCING

- Privately funded for profit project with an SBA 504 Small business loan. Riverside Bank –Poughkeepsie Contact; John Davis tel. 845-849-7330
- Anticipated time from for Bank Commitment 2-6 Months from date of award of the project to Terra Design Studio from the City of Poughkeepsie.
- A partial loan may be an option for the Gallery if it is run as a Not-for-profit 501-C3 from the Poughkeepsie Land Fund.

GALLERY 61 10-09-2020

SECTION 13: ACQUISITION COST PROPOSAL (Note: sent by mail)

Tracking Number: EJ167343265US
Scheduled Delivery by

FRIDAY 9 OCTOBER 2020 by

12:00pm
Status

Delivered

October 9, 2020 at 9:57 am
Delivered
POUGHKEEPSIE, NY 12601

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SECTION 14: REFERENCES

A. Professional References for Gregory Stanford;

President Tim Ryan
Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538 tel. 845-452-9600
president@ciachef.edu
(Other two attached.)

Professional References for Alejandro Carreno;

Kathy Nowers
Director of Operations of CCFS
703-278-0457 Ext. 10
kathynowers@ccfsinc.net

Trevor Schrotz
VP, Analytics at ncgCARE
Trevor.schrotz@ncgcare.com
703-321-6272

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SECTION 14: REFERENCES

B. Bank References; for Gregory Stanford
Chase Bank 475 W 23 Street, NY NY 10011 tel. 212-929-2967

Salisbury Bank & Trust 11 Garden Street, Poughkeepsie, NY 12601
Contact: Maria Seeley tel. 845-435-4005 mseeley@salisburybank.com

Bank References for Alejandro Carreno;
Thomas Cary
Senior VP / Director of Business Banking
MainStreet Bank
703-338-6567
tcary@mstreetbank.com

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REFERENCES



BARRETT ART CENTER

55 Noxon St., Poughkeepsie, New York 12601
845.471.2550 | www.barrettartcenter.org | info@barrettartcenter.org

October 3, 2020

City of Poughkeepsie
c/o Marc Nelson, City Administrator
62 Civic Center Plaza
Poughkeepsie, NY 12601

Dear Mr. Nelson,

I am writing to express my strong support of Terra Design Studio's submission for a mixed-use project at 61 Academy Street in the City of Poughkeepsie. Their proposal, with its gallery space, art studios, courtyard and residences, will activate the empty lot at a center of creative activity.

This project will bring excitement and inspiration to the neighborhood and strengthen ties between the community and the arts. The new spaces at 61 Academy Street will also create an attractive meeting place for creatives from the local, regional, and greater NYC metropolitan area.

As a witness to the arts-fueled regeneration happening across Poughkeepsie, I believe that this project will complement cultural resources in the neighborhood (e.g. Gallery 40, Adriance Library, Barrett Art Center, and upcoming, the Hive). Moreover, a project like this can potentially ignite further reinvestment in the neighborhood.

I fully support the Terra Design Studio proposal for 61 Academy Street. If I can be of further assistance, please contact me at director@barrettartcenter.org or 845.471.2550.

Sincerely,


Joanna Frang

Board of Directors
Thomas Elliman
President
Lorena Spence
Vice President
Michael DeChicco
Treasurer
Nick Hung
Secretary
Kate DiLoreto
Laura Clark
Timothy Dean

Advisory Board
Jeffrey Auman
Cory Allenbach
Luis Hayden
Bill Jeffery
Elizabeth Jones
Rudy Nava
Holly Wahlberg
Carole J. Wolf

Executive Director
Joanna Frang

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REFERENCES

MKO TAX ASSOCIATES

RE: TERRA DESIGN STUDIO -61 ACADEMY STREET

Mr. Paul Calogerkis -Director of Development, City of Poughkeepsie 62 Civic Center Plaza
Poughkeepsie, NY 12601

Dear Mr. Calogerkis,

With much delight, I, Mark Kornspan, Co-owner of MKO TAX ASSOCIATES, am writing this letter to refer Mr. Gregory Stanford to recommend them for the project at 61 Academy Street in Poughkeepsie. I have no hesitations in recommending him for this exciting project as part of the City of Poughkeepsie's revitalization efforts for that great city. I have been his accountant and friend for over 30 years and can vouch for his credibility.

Mr. Gregory Stanford and his colleague, Alejandro Carreno from Terra Design Studio have earned great reputations in the field of Architecture and Interior design. With excellent communicational skills, decisive powers, analytical abilities, and a clear vision towards their work, they have always received appreciations from the clients and co-workers alike.

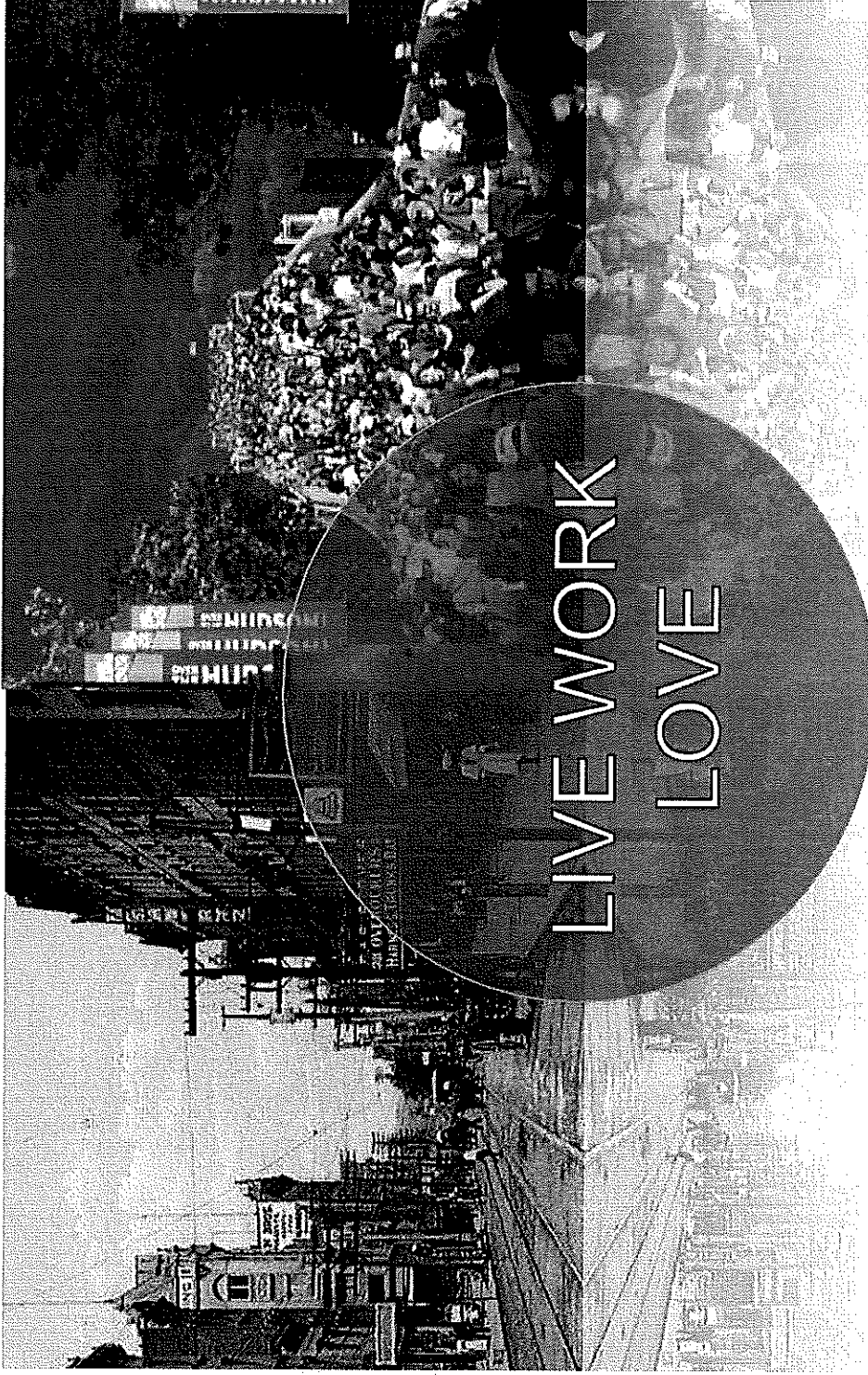
I am confident that Terra Design Studio's project at 61 Academy Street would prove to be an asset for the improvement of the city of Poughkeepsie. If you need any kind of information, please feel free to contact me on 917-364-6408.

Sincerely,

Mark Kornspan -Owner

GALLERY 61 10-09-2020

**TERRA
DESIGN
STUDIO**



GALLERY 61 10-09-2020

"Not everything that is faced can be changed, but nothing can be changed until it is faced." James Baldwin

TERRA
DESIGN
STUDIO

**NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW
ACT (SEQRA) RESOLUTION REGARDING A SALE OF
CERTAIN CITY OWNED PROPERTIES
(R21-16)**

INTRODUCED BY COUNCILMEMBER MENIST

WHEREAS, the Common Council of the City of Poughkeepsie is considering the sale of certain property in which the City of Poughkeepsie now has a possessory interest, known by its Tax Map No. 6161-21-098986, located at 204 Church Street; and

WHEREAS, the Common Council considers the proposed sale to be a Unlisted Action under Title 6 NYCRR, Section 617.2 of the SEQRA regulations; and

WHEREAS, the Common Council considers itself to be the only "involved agency" with respect to this proposed sale of properties; and

WHEREAS, the Common Council has reviewed the proposed sale of property in accordance with Title 6 NYCRR, Section 617.11; and

WHEREAS, the Common Council has considered the hereto attached Short Environmental Assessment Form (EAF)

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. In accordance with Section 617.5(a)(1) of Title 6 NYCRR, the Common Council determines that the above described action is subject to SEQRA; and
2. In accordance with Section 617.5(a)(2) of Title 6 NYCRR, the Common Council determines that the action does not involve a federal agency; and
3. In accordance with Section 617.5(a)(3) of Title 6 NYCRR, the Common Council determines that the above described action does not involve any other agencies; and
4. In accordance with Section 617.5(a)(4) of Title 6 NYCRR, the Common Council classifies the above described action as an unlisted action. The Common Council in making such classification considered Section 617.12 of Title 6 NYCRR and determined that the above action did not fall into any of the categories listed under Type I, and also considered Section 617.13 of NYCRR and determined that the above described action did not fit under any of the categories listed under Type II Actions, thus reaching the conclusion that it is to be considered an unlisted action; and
5. In accordance with Section 617.5(a)(5) the Common Council determines that the above described project will not require a long EAF since the short EAF provides sufficient information; and

6. The Common Council officially makes a determination of non-significance in that the proposed sale of properties are not expected to result in a significant adverse impact on the environment and, therefore, the preparation of a draft environmental impact statement is not necessary; and
7. This determination shall be considered a Negative Declaration for the purposes of Article 8 of the Environmental Conservation Law; and
8. The City Chamberlain shall maintain a file of this determination as well as the attached EAF which is hereby made a part of this resolution.

SECONDED BY COUNCILMEMBER _____ .

RESOLUTION
(R21-17)

INTRODUCED BY COUNCILMEMBER MENIST

WHEREAS, the City of Poughkeepsie has previously taken title to a parcel known as 204 Church Street (Tax Map No: 6161-21-098986), in the City of Poughkeepsie, by deed from Issa E. Nesheiwat; and

WHEREAS, the above mentioned property has been offered for sale by the City in accordance with the policy for the sale of City owned property; and

WHEREAS, an offer has been received from R.L. Baxter Building Corporation, to purchase the property for the sum of \$1,000.00; and

WHEREAS, the Property Acquisition and Disposition Committee, having considered the mission of the Committee and the policies of the City, one of which is to increase work space for artists, has recommended that the City of Poughkeepsie accept this offer; and

WHEREAS, the Common Council hereby finds that the offer from R.L. Baxter Building Corporation is in the best interests of the City of Poughkeepsie; and

NOW, THEREFORE,

BE IT RESOLVED, that the Common Council hereby makes the following determinations: (a) that there is no existing municipal purpose or need for this property, and (b) that the sale price and conditions imposed herein represent fair and adequate consideration for the conveyance; and be it further

RESOLVED, that the offer from R.L. Baxter Building Corporation, to purchase premises known as 204 Church Street (6161-21-098986), in the City of Poughkeepsie for the sum of \$1,000.00 is hereby approved subject to the hereinafter mentioned conditions and subject to such other and further conditions which the Corporation Counsel shall deem appropriate; and be it further

RESOLVED, that this sale is approved subject to the following conditions:

- A. That the Purchaser shall, within thirty (30) days of the date of this resolution, take title to such property.**
- B. Purchaser shall obtain a building permit for construction of an incubator space for artists on the property within six (6) months of the completion of demolition;**
- C. Purchaser shall obtain a valid Certificate of Occupancy for the property within one (1) year after the issuance of a building permit;**

- D. The transfer of title and Purchaser's use of the Property shall be subject to all state, federal and local regulations including the City of Poughkeepsie and New York State Building Codes and the City of Poughkeepsie Zoning Ordinance and real property taxes coming due pursuant to law on and after the date of transfer of title;**
- E. Purchaser agrees that it shall not use the agreed upon purchase price as a reason to grieve or otherwise contest the assessed value of the premises for purposes of real property taxation; and**
- F. Prior to the closing of title, Purchaser shall apply for and obtain the approval from the Planning Board and/or the Zoning Board of Appeals of any site plan approval or zoning variances required by law; and**

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to enter into a contract of sale for the above mentioned transaction provided such contract contains the terms contained herein together with such other terms and conditions which the Mayor and the Corporation Counsel shall deem appropriate, and the Mayor, the City Administrator and the Corporation Counsel are hereby authorized and directed to do all things necessary to give effect to the terms of this resolution.

SECONDED BY COUNCILMEMBER _____.



To Whom It May Concern,

On behalf of R.L. Baxter Building Corporation, I thank you for the opportunity to respond to your Request for Proposal. For the past 20+ years, our team has been designing and developing businesses and buildings throughout the Hudson Valley, but it is the opportunity to create something truly special, in a city and community we call "home", that has us excited about this project.

We have been instrumental in the creation of numerous businesses, design/built hundreds of buildings and have created hundreds of jobs. We have teamed up with Mass Design Group once again to develop our vision for this space. Our history of success displayed in these areas make us uniquely qualified to deliver the greatest possible impact to the great City of Poughkeepsie.

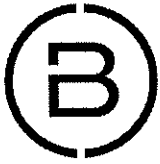
Thank you for your strong consideration,

Eric Baxter
Vice President

BAXTER

278 MILL ST, SUITE 100 | POUGHKEEPSIE, NY 12601 | 845.471.1047

BAXTERBUILT.COM



Project Description

The mission of this project is to reimagine the building with an aesthetic that honors Cannon's architectural design while creating new spaces to encourage and support the businesses of Poughkeepsie's Creative Edge District. We propose a design that would include ten rentable maker or creative spaces. All studios would share common amenities such as restrooms, kitchenette, storage, and utilities.

Soon after closing on the property we would review the structural integrity of the building and immediately stabilize as needed. We are planning for a five-month construction schedule and to have the building occupiable by early 2022.

Target Population

The proposed design would serve Poughkeepsie's creative community such as, artists, designers, architects, and freelance workers as well as any new or smaller businesses that are looking for economical and manageable workspace.

Impact Analysis

The project team is committed to celebrating Arnout Cannon's contribution to the architectural language of Poughkeepsie by repurposing his self-designed home and office into an incubator space for artists.

Downtown Poughkeepsie has a dense network of arts and performance space. Recent years have seen a rise in the number of places to showcase local art and use it to activate the heart of Poughkeepsie, yet there is a need for collaborative spaces to support, train, and inspire the burgeoning artist community. The maker space proposed for 204 Church Street will support this community by incubating creative small business startups. The proposed layout demonstrates construction of ten rentable studios with shared amenities.

The building has great potential for restitching the urban fabric, scarred and detached by arterial highways, because its pivotal location marks the transition from the Victorian residential scale of the south side of the city to the dense commercial buildings along Main Street. By honoring the carpentry and details of 204 Church Street, this project will revive an historical, architectural connection between these disparate neighborhoods, while preserving the legacy of Cannon's architectural career at their very intersection.

We believe that by investing in a piece of history at this key location, the project will have the effect of slowing traffic along the busy arterial, inviting motorists to stop and spend time downtown, rather than speeding through. By cleaning up 204 Church Street, this project will improve a highly visible gateway to the city, enhancing pride in our built environment and no doubt having the long-term, indirect impact of inviting further investment down the road. Most importantly, we believe that this project will serve community needs by supporting local creativity and saving an important piece of local history for generations to come.

BAXTER

204 Church Street

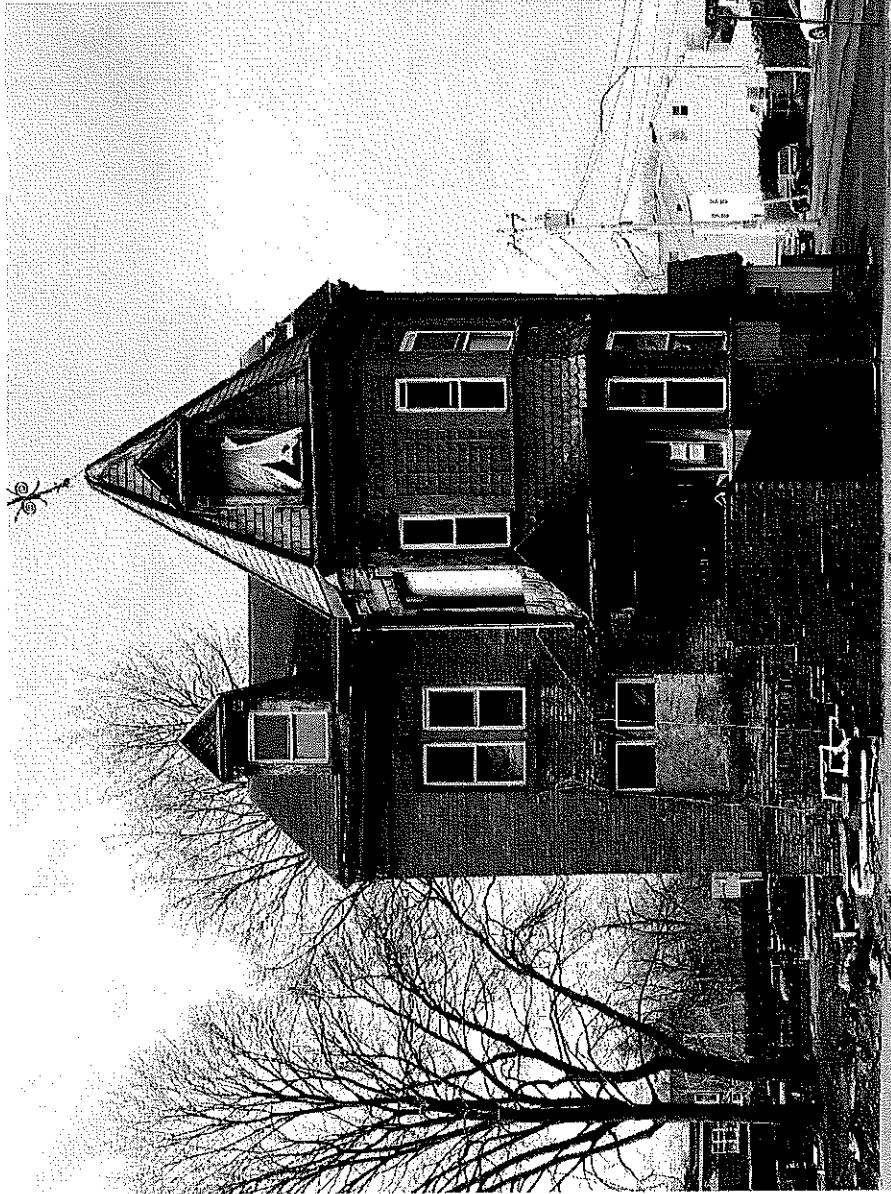
Proposal

December 08, 2020

MASS.

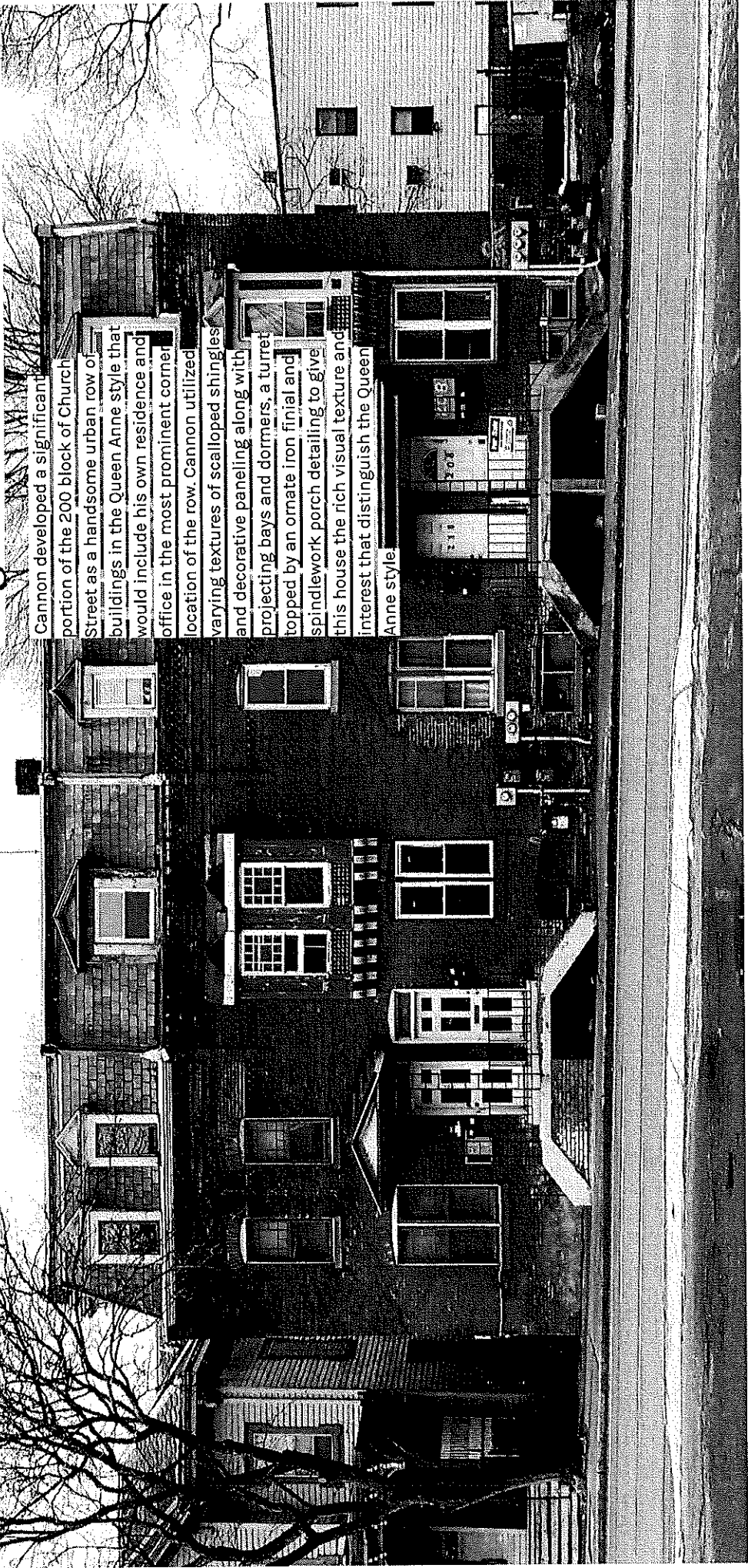
This is a significant part of City of Poughkeepsie's architectural heritage.

204 Church Street was built in 1887 by Arnout Cannon. Mr Cannon remained in Poughkeepsie his entire life practicing residential, school, church, and commercial architecture in his native city and throughout the Hudson Valley in places such as Rhinebeck, Red Hook, Highland, New Paltz, Newburgh, Milton, Marlborough, Yonkers, and Beacon.



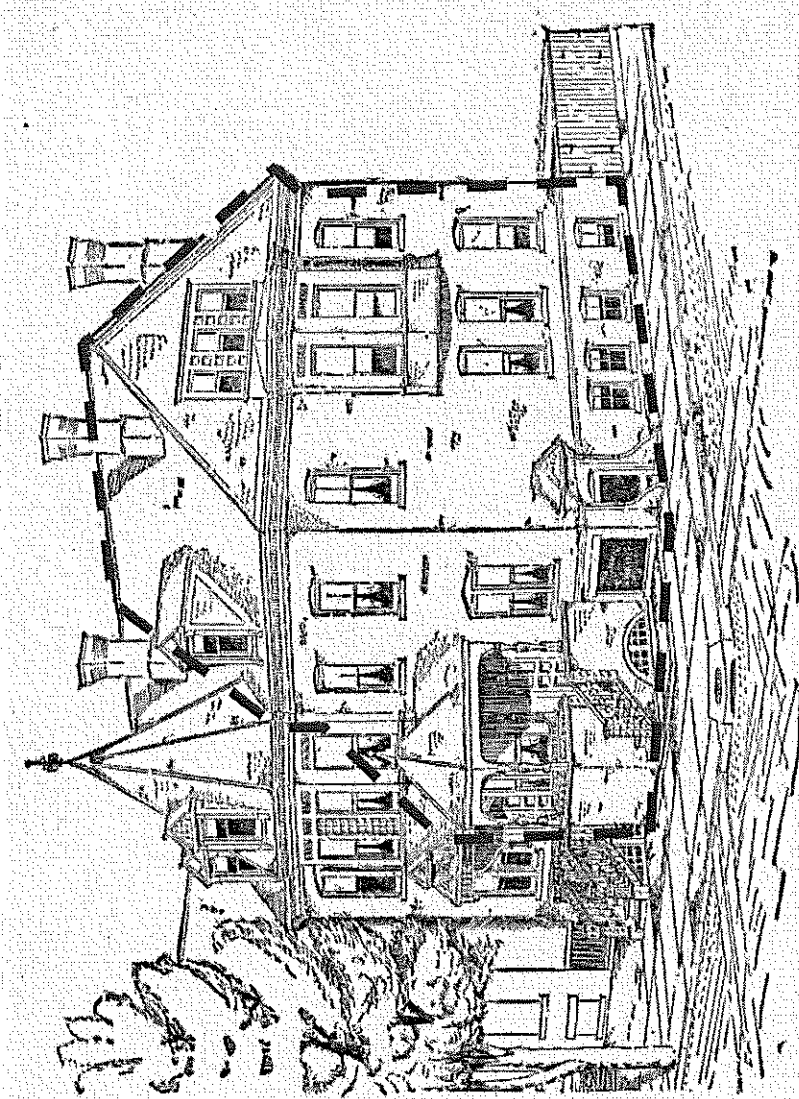
It is part of 'Church Street Row,' a group of nine buildings on the National Register of Historic Places.

Cannon developed a significant portion of the 200 block of Church Street as a handsome urban row of buildings in the Queen Anne style that would include his own residence and office in the most prominent corner location of the row. Cannon utilized varying textures of scalloped shingles and decorative paneling along with projecting bays and dormers, a turret topped by an ornate iron finial and spindlework porch detailing to give this house the rich visual texture and interest that distinguish the Queen Anne style.



This was home and work place of a prominent local architect Arnout Cannon.

From 1906 to 1934 subsequent owners used the office wing for home based businesses including upholstery, dress making, tailoring, a doctor's office and a confectionary shop.

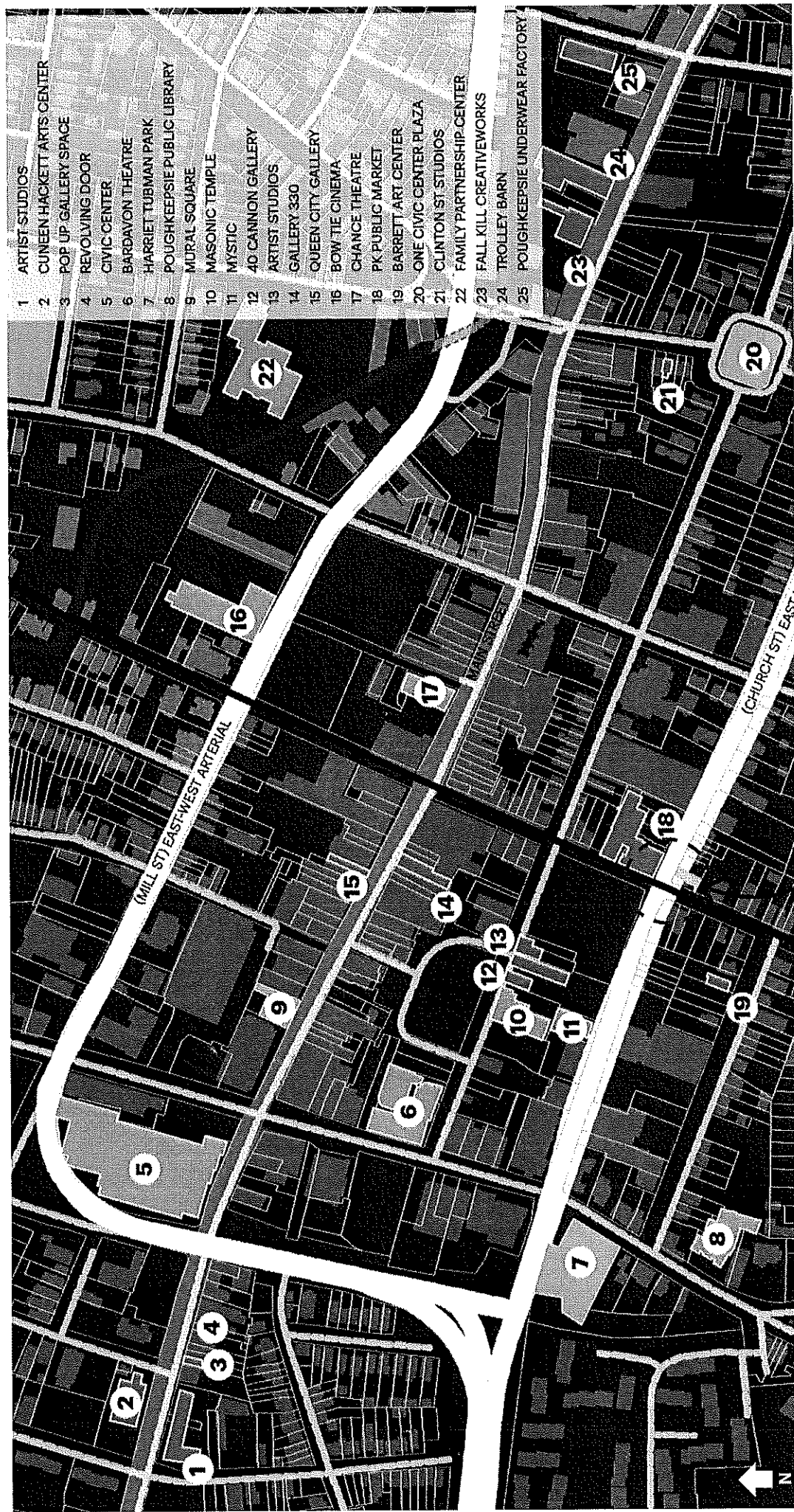


New Residence and Office of Arnout Cannon.

Corner of Church and Academy Streets.

Mr. Cannon is the inventor of "Cannon's Dumb Waiter," and is an Architect and furnishes plans and specifications for buildings. Will supervise the erection of buildings.

In 1935, the west/office section of the building was replaced by a gas station.



**Downtown Poughkeepsie
has a dense network of arts
and performance space.**

Recent years has seen a rise in number of places to showcase local art and use it to activate the heart of Poughkeepsie. There is a need for collaborative spaces to support, train and inspire the burgeoning artist community.

CITY OWNED PARKING LOT

POUGHKEEPSIE PUBLIC MARKET Adaptive reuse project designed to celebrate rich history of two historic buildings and will include a fresh food market, food hall vendors, co-working space and 28 residential units.

The lot in addition to it's legacy holds great value in restitching the urban fabric scarred and detached by high speed highways.

This is an extension to South entrance to the City of Poughkeepsie. At this intersection it transitions from Historic South Victorian residential scale to a dense downtown historic fabric.

PUBLIC MARKET
AND CHURCH
SHARED
PARKING LOT

204 CHURCH ST

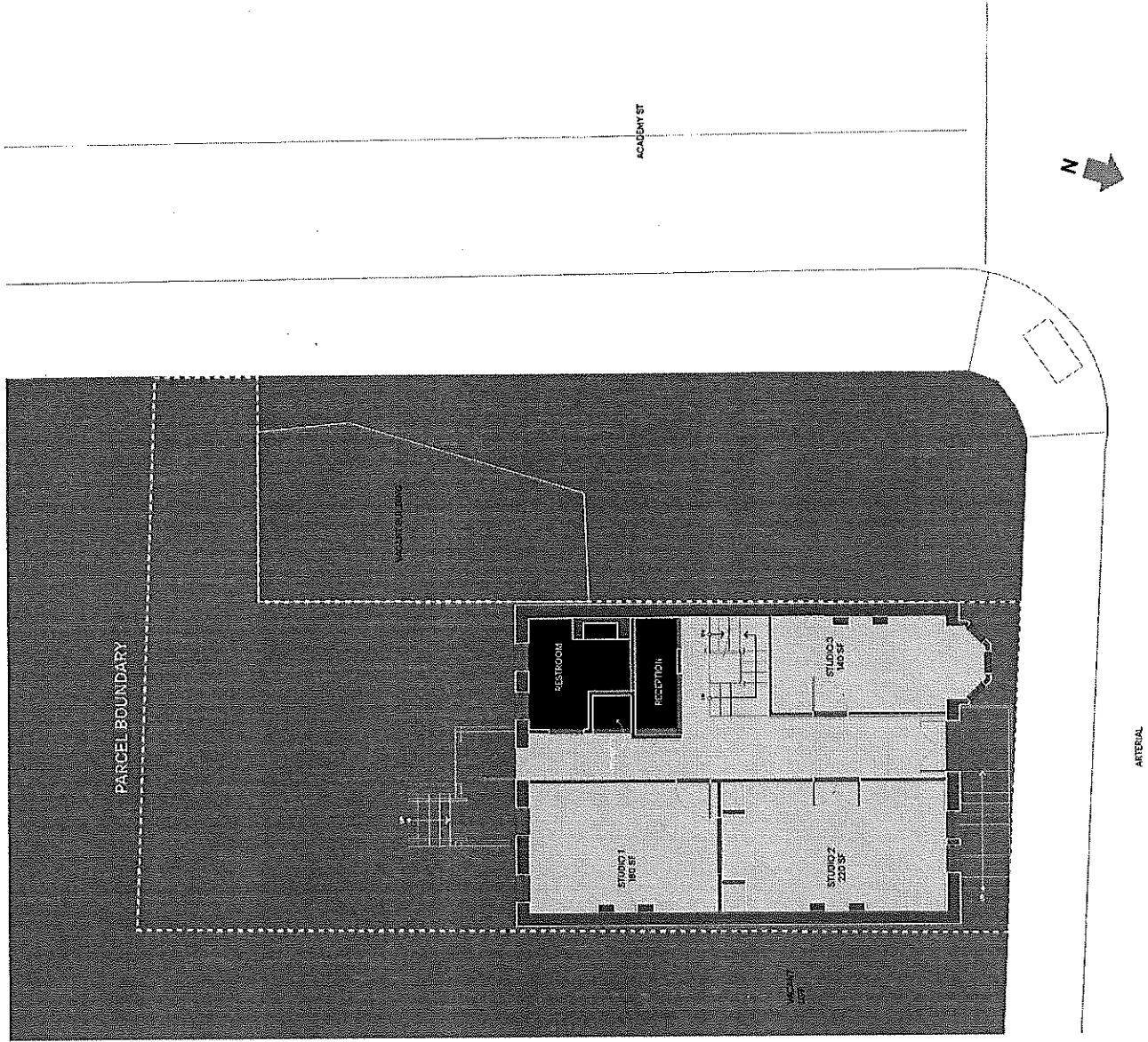
ACADEMY ST

EAST-WEST ARTERIAL



Celebrate Mr. Cannon's contribution to the architectural language by repurposing the building into an incubator space for artists.

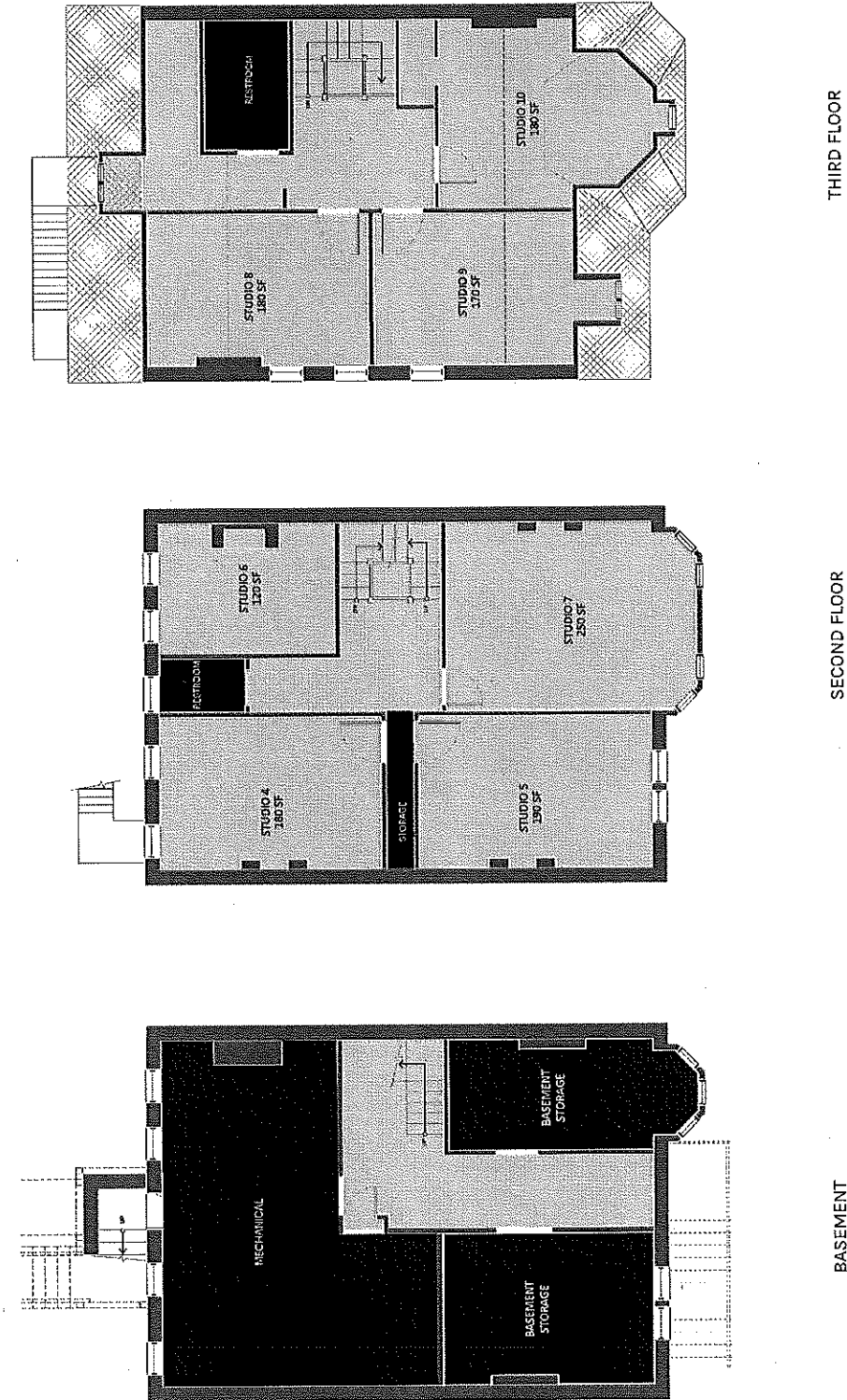
Honor the journey of his architectural career from carpentry to details.



- CIRCULATION
- SHARED AMENITIES
- ARTIST STUDIOS

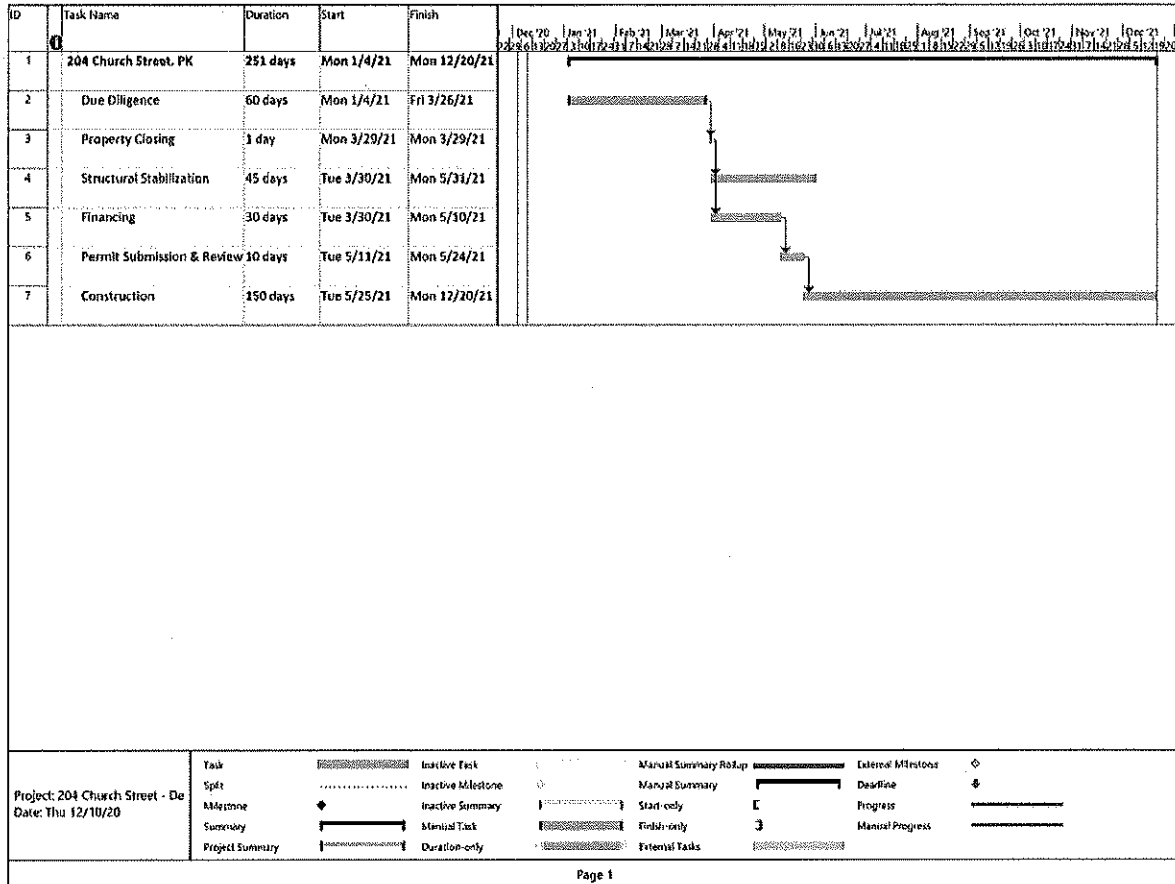
The proposed layout demonstrates construction of ten rentable maker spaces with shared amenities.

FLOOR	Floor Area (SF)	ROOM	AREA (SF)
Basement	915		
First Floor	915	Studio 1	180
		Studio 2	220
		Studio 3	140
		Reception	40
		Restroom	10
Second Floor	950	Studio 4	180
		Studio 5	190
		Studio 6	210
		Studio 7	250
		Reception	40
		Restroom	10
		Storage	20
Third Floor	880	Studio 8	180
		Studio 9	170
		Studio 10	180
		Reception	40
		Restroom	10
Total		3640	





Project Schedule



BAXTER

278 MILL ST, SUITE 100 | POUGHKEEPSIE, NY 12601 | 845.471.1047

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BAXTER



ERIC BAXTER
Owner / Vice President

Contact:

C. 845.206.8313

O. 845.471.1047

E. eric@baxterbuilt.com

- Chairs strategic planning & leadership
- Heads growth initiatives
- Oversees \$40+ million of annual construction
- Captains real estate acquisitions & development projects
- Responsible for banking relations & negotiations
- Guides 70+ employees & executive staff
- General operations oversight

LAGRANGE FARMS AT OVERLOOK

Poughkeepsie, NY

\$20M

Development of 100+ luxury apartments in the town of LaGrange. Scope of work includes extensive site work across the 16 acre site, rehabilitation of the existing manor house and barn and new construction of carriage houses. All exterior and interior design of LaGrange Farms performed in-house.

Completion Date: 2020

MAPLE STREET APARTMENTS

Poughkeepsie, NY

\$5.6M

New construction of a 38,600 SF apartment complex. This design-build consists of 40 studio, one, two and three bedroom apartments between two buildings.

Completion Date: June 2019

CHURCHILL APARTMENTS

Beacon, NY

\$11M

New construction of 40,000 SF multi-family building featuring 46 luxury apartments. The 4-story stick frame structure sits over a 1-story parking garage.

Completion Date: 2018

HERITAGE FOOD + DRINK

Wappingers Falls, NY

\$1.6M

Design-build 250 seat restaurant, re-purposed structure with 2-story tower additions. Features include custom millwork, state-of-the-art showcase open commercial kitchen, high end finishes, and outdoor dining patio

Completion Date: June 2017

SCRIBNER'S CATSKILL LODGE

Hunter, NY

\$3M

Design-build, gut-renovation of 38,000 SF hotel featuring 38 lodging accommodations, event spaces, & an intimate on-property restaurant. Features include custom built furniture, large wrap-around circular bar with cast-iron stoves and a large cedar deck showcasing classic mountain views.

Completion Date: March 2017

HYDE PARK ASSISTED LIVING FACILITY

Hyde Park, NY

\$5M

Gut-renovation of an abandoned bowling alley. The renovated Assisted Living Facility hosts 64 beds, leisure spaces, multiple bath & shower rooms, an industrial kitchen & shared dining hall.

Completion Date: September 2016

MILL HOUSE BREWING COMPANY (MHBC)

Poughkeepsie, NY

\$3.5M

Full gut-renovation of pre-1830's historic building plus addition

Completion Date: November 2013

278 Mill Street | Suite 100 | Poughkeepsie, NY 12601

O. 845.471.1047 | F. 845.471.1004

W. baxterbuilt.com

BAXTER



ANTHONY PETRUZZELLI

LEED AP

Project Executive

Contact:

C. 845.554.9847

O. 845.471.1047

E. anthony@baxterbuilt.com

- Baxter Executive in contact with the client throughout the life cycle of the project
- Identifies project needs & configures services to meet client expectations and ensure that the project's goals are achieved successfully
- Ensures project scope and deliverables meet each projects' individual requirements including lender, equity investor, design professional & business proforma goals
- Guide the client & Baxter team through the design, proforma & construction process
- Develop solutions to challenging project parameters through innovative design & value engineering processes
- Provides senior level management supervision of the RHD's entire work cycle
- Build & maintain rapport with client representatives & related organizations
- Lead team in informing client of issues impacting cost, schedule, & project intent
- Supervise the Project Team's work in estimating, pre-construction, & project management

THE ACADEMY

Poughkeepsie, NY

\$8.1M

Development of live, work, play concept in the heart of Poughkeepsie. Two abandoned buildings will be transformed into a fresh market and food hall with four vendor stalls, 64 seat restaurant, retail space, co-working space, event space and 28 affordable apartments. The existing structure will remain along with a two-story, 12,000SF addition for the apartments that consist of studios, one and two bedrooms. All interior and exterior finishing performed in-house.

Completion Date: 2021

289 MAIN STREET

Poughkeepsie, NY

\$1.5M

The 289 Main Street renovation consists of 11,000 SF of commercial space on the 1st & 2nd floors with six penthouse style apartments above on the 3rd floor additional. All interior and exterior finishing performed in-house.

Completion Date: November 2020

249 MAIN STREET

Beacon, NY

\$11M

Design of new 51,000 SF mixed-use building with commercial space on the ground floor and three floors of high end apartments above.

Completion Date: 2019

CHURCHILL APARTMENTS

Beacon, NY

\$11M

New construction of 40,000 SF multi-family building featuring 46 luxury apartments. The 4-story stick frame structure sits over a 1-story parking garage.

Completion Date: 2018

CULINARY INSTITUTE OF AMERICA

Hyde Park, NY

\$12.4M

Design-build of five wood framed dormitories. Phase 1: first three buildings with a total of 256 beds in a three-story, townhouse style apartment building.

Completion Date: 2012

MARIST COLLEGE, HANCOCK CENTER

Poughkeepsie, NY

\$25M / 57,000 Sq Ft

Pre-construction & construction Management services for the new construction of granite clad structure. The Hancock Center contains a Data Center which incorporates state-of-the-art technology.

Completion Date: 2010

MARIST COLLEGE, DORMITORY PHASE IV

Poughkeepsie, NY

\$24M

New construction of seven student housing buildings on a tight five acre Brownfield site. \$2 Million of remediation had to be performed before/during construction.

Completion Date: 2008

278 Mill Street | Suite 100 | Poughkeepsie, NY 12601

O. 845.471.1047 | F. 845.471.1004

W. baxterbuilt.com

BAXTER



KATELYN AMARAL
Assistant Project Manager

Contact:
O. 845.471.1047
E. katelyn@baxterbuilt.com

- Actively schedule and coordinate sub-contractors to ensure schedule is kept on track
- Manage cash flows by tracking and processing payments and requisitions
- Issue and review contracts and insurance requirements
- Review change orders
- Price and schedule material deliveries from suppliers
- Process submittal packages and review for accuracy
- Review costs to keep budget on track
- Enforce site safety policies

NEWBURGH WIREWORKS

Newburgh, NY | \$2.1M
Once a carriage spring factory, Baxter is transforming this 1800s industrial building into a live, work, play development featuring nine artists' studios and over 5,000 SF of co-working spaces. A full renovation of the 21,500 SF building includes new thermal windows and energy efficient HVAC systems and restoring the existing hardwood floors. Co-working spaces feature large windows throughout while the apartments feature tall ceilings, with exposed brick and timber beams.
Completion Date: 2020

249 MAIN STREET

Beacon, NY
\$11M
Design of new 51,000 SF mixed-use building with commercial space on the ground floor and three floors of high end apartments above.
Completion Date: 2019

CHURCHILL APARTMENTS

Beacon, NY
\$11M
New construction of 40,000 SF multi-family building featuring 46 luxury apartments. The 4-story stick frame structure sits over a 1-story parking garage.
Completion Date: 2018

NEW YORK PRESBYTERIAN: HUDSON VALLEY HOSPITAL

Cold Spring, NY
\$2.1M
Medical renovation fit-up over two floors consisting of 9,700 SF.
Completion Date: April 2017

TOWNSEND PLAZA

Fishkill, NY
\$2.6M
Core & shell of a 20,000 SF shopping center plaza with bank fit-out for Mid-Hudson Valley Federal Credit Union.
Completion Date: October 2016

HYDE PARK ASSISTED LIVING FACILITY

Hyde Park, NY
\$5M
Gut-renovation of an abandoned bowling alley. The renovated Assisted Living Facility hosts 64 beds, leisure spaces, multiple bath & shower rooms, an industrial kitchen & shared dining hall.
Completion Date: September 2016

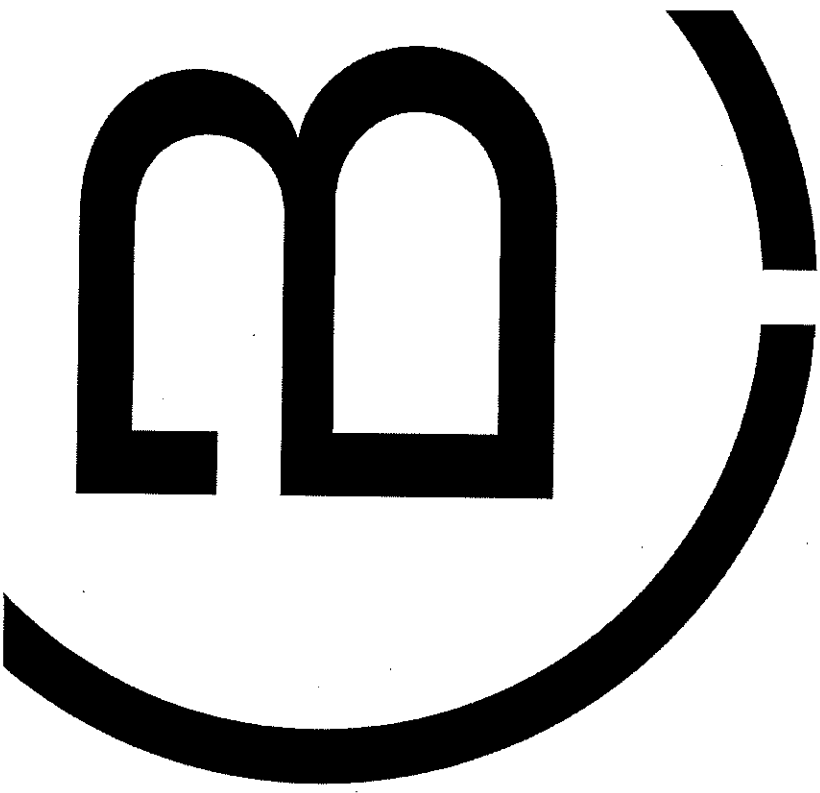
GRAND CENTRAL TERMINAL TELECOMMUNICATIONS UPGRADE

New York, NY
Part of a larger project to upgrade Wi-Fi, voice and data services throughout 30+ New York City rail stations. Scope of work includes design & coordination of networks and services and production of construction documents.
Completion Date: January 2017

278 Mill Street | Suite 100 | Poughkeepsie, NY 12601
O. 845.471.1047 | F. 845.471.1004
W. baxterbuilt.com

OUR
HISTORY
IS OUR
HOME.

BAXTER



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BAXTER

In 1983 Mr. Robert Baxter established R.L. Baxter Building Corporation and under the leadership of Amanda and Eric Baxter, the company has continued to flourish. With a project team consisting of approximately sixty-five employees, the Baxter's accredit their growth and success to their vastly skilled team of individuals.

We work closely with owners and architects involved in each project to create the best possible building for the growing needs of our clients. We pride ourselves in our strong relationships with our sub-contractors and local municipalities, giving us the ability to deliver high-quality projects while meeting deadlines. For over 30 years, Baxter has been redefining what a construction and development company can do.

BAXTER FACTS:

- Baxter is one of the largest Woman-Led construction firms in the Hudson Valley
- Extensive Hospitality experience: Boutique Hotels, Glamping Resorts, Spas, Breweries, Distilleries, Cideries, etc
- Robust Institutional and Commercial construction capabilities.
- Acclaimed Residential Home Builder
- Baxter employees have completed 1,200 + projects and over \$700M construction value
- Client Focused - 83% of work comes via client referral or repeat partners
- The Baxter team is equipped with LEED accredited and Passive House Certified builders
- Over 50% of the Baxter team is comprised of women and people of color
- Utilize the latest in cloud-based project management, BIM, and construction technologies
- Co-Founder of First Friday PK, and partner to many Hudson Valley based philanthropic organizations

BAXTER

WE BUILD®

Some people think of construction as a trade. Some think of it as an industry. We think of it as a privilege. That's because our history and our home base is in the heart of the Hudson Valley, a region that continually defies any limit on opportunity or growth.

The Baxter team is comprised of a group of movers and shakers, the makers of fun while making sure the job is well done. We put people first and this is what we attribute our success to. Amazing things happen when talented people with equal drive synergize to create what couldn't be done alone.

At Baxter, we are committed to being involved on projects that are designed with the environment in mind. We build sustainably, with a mission to create engaging spaces while building communities for the future. Our staff is equipped with the education and certifications to help execute any sustainable design project.

BAXTER

WE DEVELOP[®]

It may be our family history of construction and connection to the community. It may be the energy we get from our team as it grows. Or it may just be our passion for the Hudson Valley as a region. Whatever it is, we can't seem to put our pencils down.

From Poughkeepsie to Beacon and beyond, we've identified and delivered some of the most impactful construction and development projects in the area - shaping neighborhoods, creating opportunity, fostering growth and impacting lives. Whether Baxter is bringing a new life to our community, transforming a vacant site or developing a work-force project that promotes comfortable and affordable living, we are continually evaluating today's needs while creating the future.

BAXTER

WE MANAGE®

The Baxter name is well-associated with design and development. But we do even more. As one of the busiest full-service property and building management companies in the Hudson Valley, we offer premium level services to hundreds of commercial and residential tenants across dozens of different properties.

Construction may be where we excel at building the best, but leasing and management is where we excel at building the best relationships. In fact, we have a dedicated in-house team whose sole focus is providing quality units and living experiences. From regularly scheduled maintenance to sustaining fair rental rates, our goal is to be the #1 resource for quality, available apartments and other rental opportunities throughout the region.

BAXTER

WE CARE®

It's true! Because it's personal, every job we take on has meaning. Each location we build or develop becomes an unforgettable part of our personal history as a company, but also for our employees and hard-working teams, their families, our community and beyond. And that's just us.

Here at Baxter, we have a proud history of giving back to the places where we live, work, and play. These efforts go far beyond construction and contracts. This is the mettle we are truly made of, and it's a huge part of our culture here at Baxter. Our respect for the past and commitment to the future of our neighborhoods and city streets is as rich as the history of the Hudson Valley.

BAXTER

BAXTER PROFILE

THE BAXTER CULTURE:

- Family-oriented
- Community Driven
- Employee Focused
- Competitive Nature

LONG TERM CLIENTS:

Over 83% of Baxter's work is either repeat clients or client referrals

CREATING PARTNERSHIPS:

Every step that Baxter has taken over the past 36 years is to better service our clients. Our goal at Baxter is to always be one step ahead of our clients needs. This has allowed us to strengthen the relationships we already have and continue to build new relationships for the future.

- Technologies & Systems
- Trainings & Seminars
- Certifications
- Skilled & "Seasoned" Employees

MILL HOUSE BREWING COMPANY

Poughkeepsie, NY

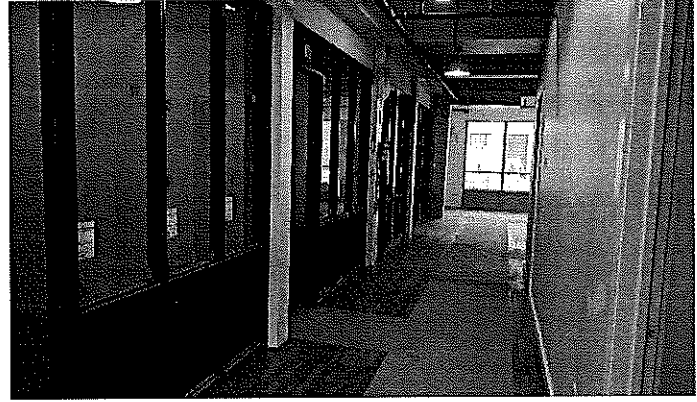
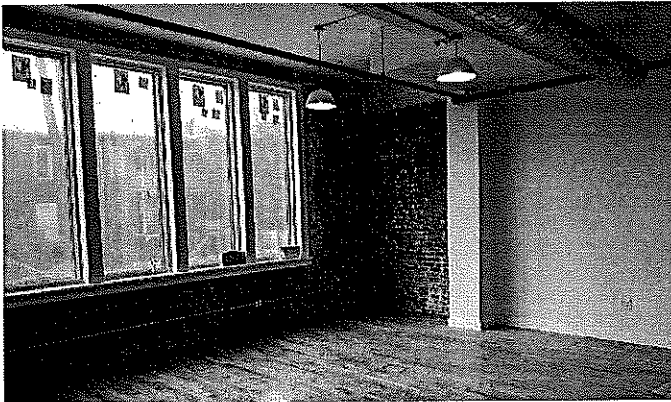


Mill House Brewing Company is an example of a gut-renovation of a pre-1830's historical building plus addition. The charm of the original building is prominent throughout the space with exposed brick walls and architectural elements such as wood beams, while enhanced with warm, custom lighting fixtures.

BAXTERBUILT.COM

NEWBURGH WIREWORKS

Newburgh, NY

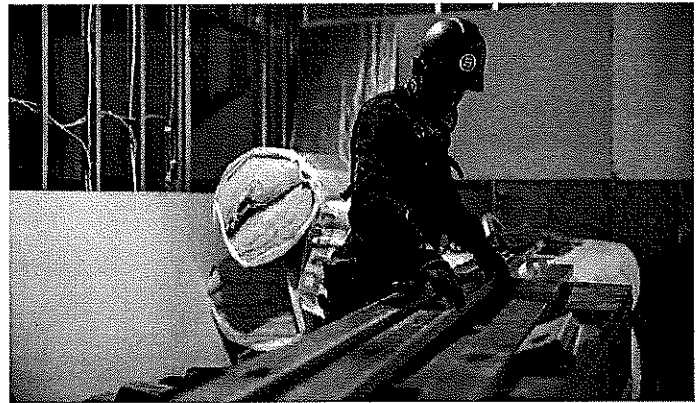
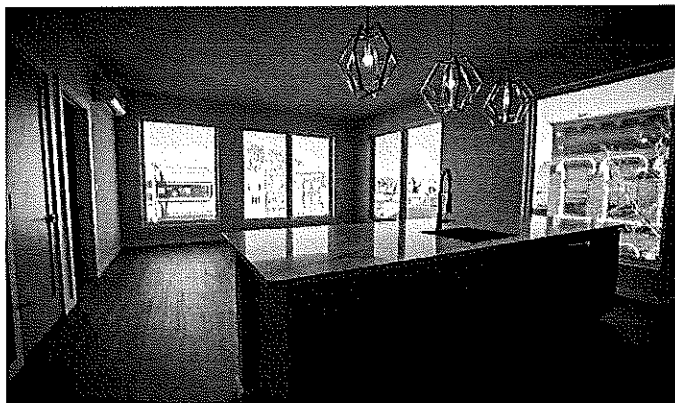


Once a carriage spring factory, Baxter is transforming this 1800s industrial building into a live, work, play development featuring nine artists' studios and over 5,000 SF of co-working spaces. A full renovation of the 21,500 SF building includes new thermal windows and energy efficient HVAC systems and restoring the existing hardwood floors. Co-working spaces feature large windows throughout while the apartments feature tall ceilings, with exposed brick and timber beams.

BAXTERBUILT.COM

289 MAIN STREET

Poughkeepsie, NY

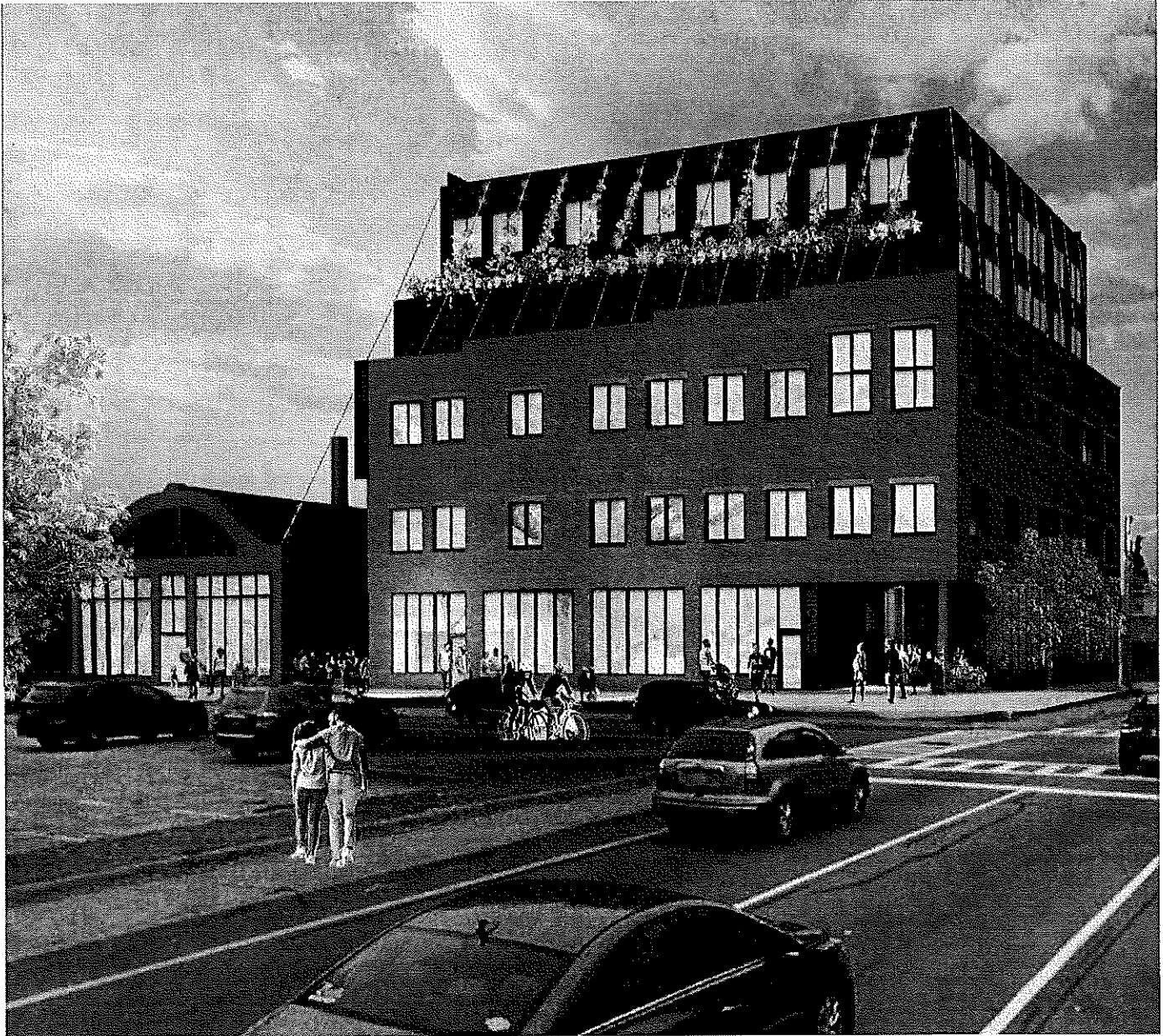


The 289 Main Street renovation consists of 11,000 SF of commercial space on the 1st & 2nd floors with six penthouse style apartments above on the 3rd floor addition. All interior and exterior finishing performed in-house, featuring wood-look flooring, custom cabinetry and quartz counter tops.

BAXTERBUILT.COM

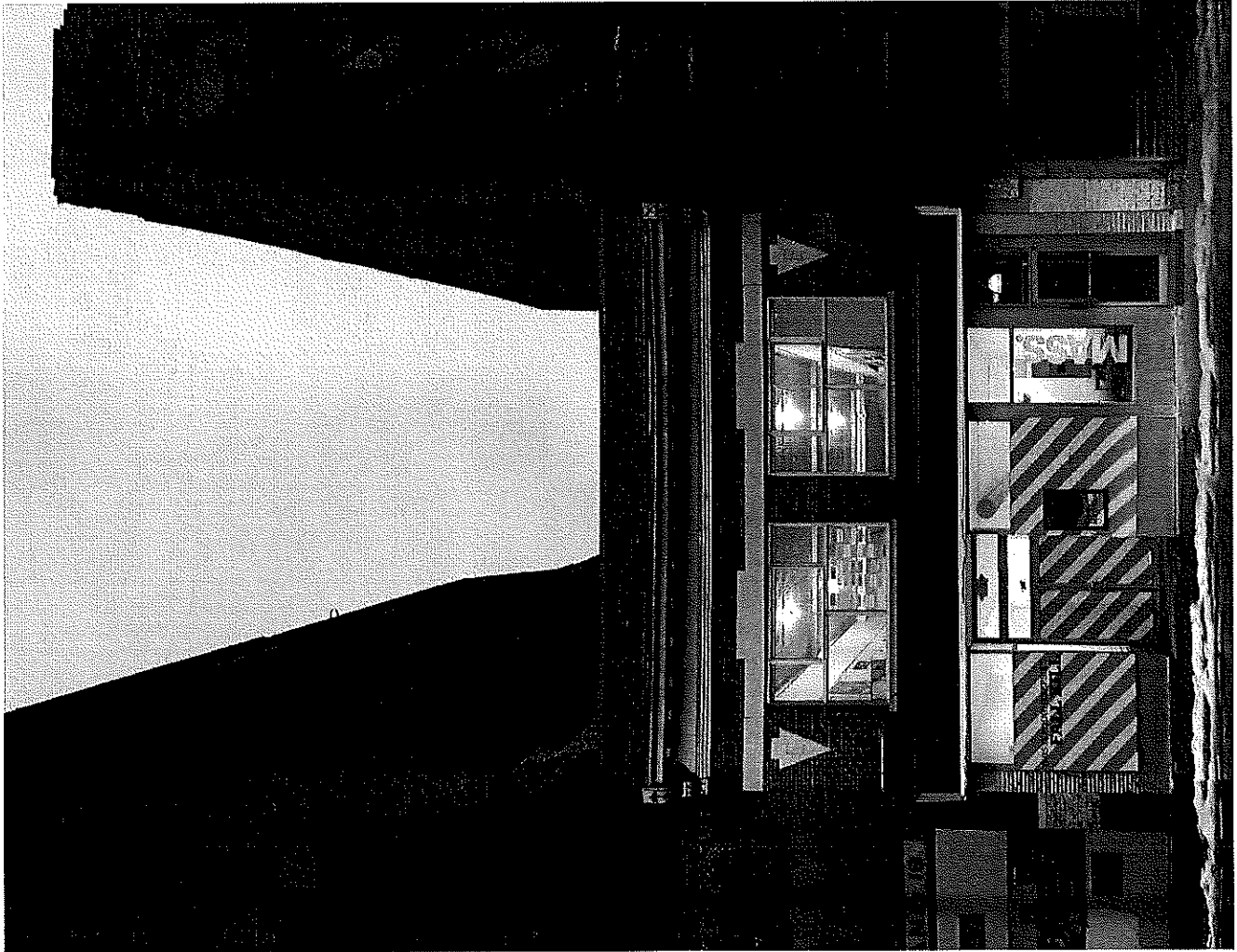
THE ACADEMY

Poughkeepsie, NY



Development of live, work, play concept in the heart of Poughkeepsie. Two abandoned buildings will be transformed into a fresh market and food hall with four vendor stalls, 64 seat restaurant, retail space, co-working space, event space and 28 affordable apartments. The existing structure will remain along with a two-story, 12,000SF addition for the apartments that consist of studios, one and two bedrooms. All interior and exterior finishing performed in-house.

BAXTERBUILT.COM



MASS.

Our mission is to research, build, and advocate for architecture that promotes justice and human dignity.

We help organizations amplify their mission

MASS Design Group is a mission-driven organization founded to support partners in delivering innovative capital projects that fundamentally improve lives and act as enablers of shared prosperity. Our work focuses on leveraging architecture, as well as inclusive design and construction processes, to create better health, justice, equity, and long-term sustainability.

Over the last 12 years, we have supported partners in over 21 countries with design services. We have over 30 projects built or under construction and have served over 500,000 people through our work. Our services include architectural design, master planning, landscape architecture, engineering, and strategic planning, as well as research, evaluation, education, and policy development.

We advocate for justice and human dignity

We believe that approaching architecture as a purpose-built process requires a simple but fundamental shift: we need to think not about what buildings are, but what they do. MASS commits to longterm partnerships with mission-aligned organizations to advance justice and human dignity within schools, housing, health, education, agriculture, and the public realm in the communities in which we work.

Photo: Original location of the Hudson Valley Design Lab at 21 Academy Street, where MASS first opened its Poughkeepsie office in 2017.

We are 140+ architects,
landscape architects,
builders, engineers,
writers, filmmakers, and
researchers representing
twenty countries across
the globe.



MASS Team Member's Professional Registrations

LEED Leadership in Energy and Environmental Design
RAIC Royal Architectural Institute of Canada
RIA Rwanda Institute of Architects
AIA American Institute of Architects
RIBA Royal Institute of British Architects
RAIC Royal Architectural Institute of Canada
IER Institute of Engineers Rwanda
ASLA American Society of Landscape Architects
C. Eng Chartered Engineer with Engineering Council, UK
ICE Institution of Civil Engineers, UK
IStructE Institution of Structural Engineers, UK
MCIWEM Member of Chartered Institution of Water and Env. Mgmt.
MStructE Member of Institution of Structural Engineers
FIStructE Fellow of Institution of Structural Engineers
MICE Member of Institution of Civil Engineers
FREng Fellow of the Royal Academy of Engineering (UK)
OAO Ordre des Architectes de Quebec
RICS Royal Institution of Chartered Surveyors

17
different professional registrations
in architecture and engineering

54%
of our board of directors are
women and/or people of color

51%
of our team are people of color

Good

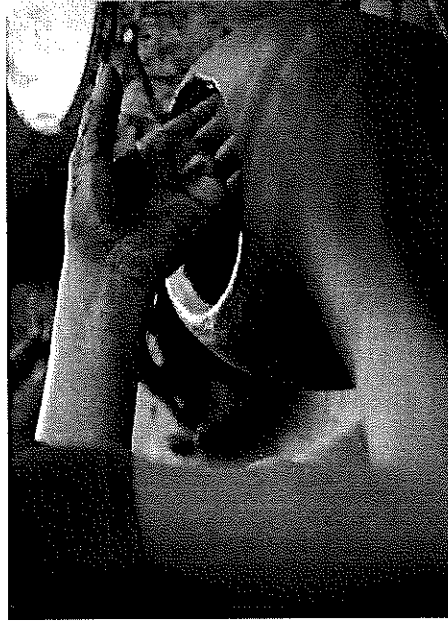
We believe everyone deserves good design. Good design is beautiful and just. It is essential to delivering human rights, essential services, and the spaces that will build a better world.

Clean

Being climate positive is an imperative. Our projects strive for not only efficient operation, but the design of the entire supply chain to be sustainable, resilient, and regenerative.

Fair

Looking at the design and construction process holistically—from material extraction to assembly and operation—ensures we have safe and equitable labor practices.



“Since MASS began in 2008, what has been central to their ethos and approach is that architecture must be both beautiful and centered on the dignity of the people that it serves.”

—Chelsee Clinton, introducing MASS for the 2017 National Design Award for Architecture

How We Work

“I haven’t ever seen buildings like this. In the process of making them, MASS has created a different language about what architecture can aspire to be.”

—Chris Anderson, Chief TED Curator

We immerse ourselves

Getting proximate is necessary to understand the unique constraints and opportunities, uncover questions we didn’t know need to ask, build relationships, and develop a shared vision for how design can achieve the project mission. This expanded concept of engagement also meaningfully brings a broader group of stakeholders into the process.

Deep research

We leverage grants from governments and foundations to dig deeper and uncover opportunities to catalyze and amplify the mission of our partners. We have partnered with leading researchers and think tanks, such as the Ariadne Lab, to publish and advocate for this work in peer reviewed journals of medicine and public health, op-eds, and as public policy at the national and international level.

Making architecture

We understand that each choice, each detail, each material selection is an opportunity to create value. It will affect the way services are delivered, determine what and how many jobs are created, the technologies we advance, the mark we leave on the planet, and leave a lasting impact on the people who build and use the spaces we create. Our philosophy incorporates the most cutting edge technologies in design

and fabrication, while also incorporating the value of craft, the handmade, and the locally fabricated.

We stay connected

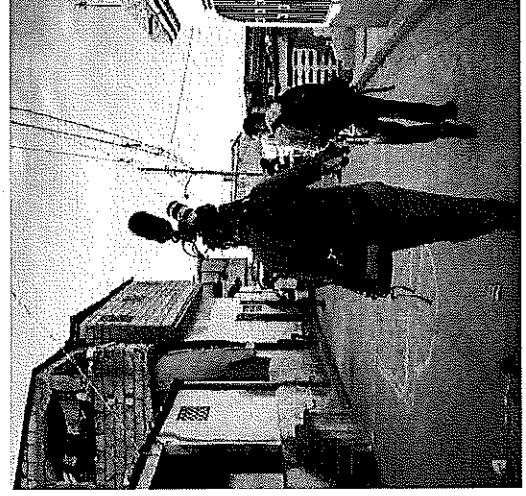
We measure to understand how well did we do, did this building and landscape achieve our collective goals? We devise post-occupancy evaluations to measure impacts of the project, qualitatively and quantitatively.

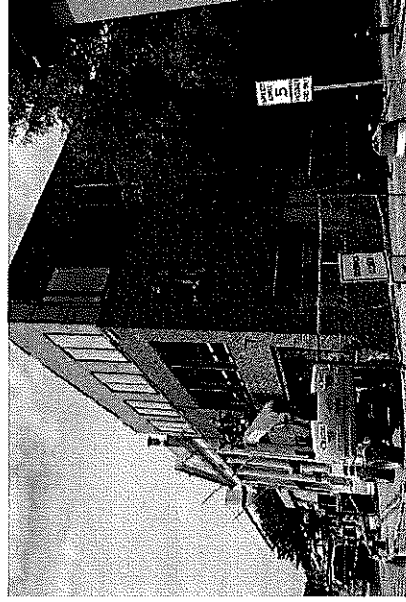
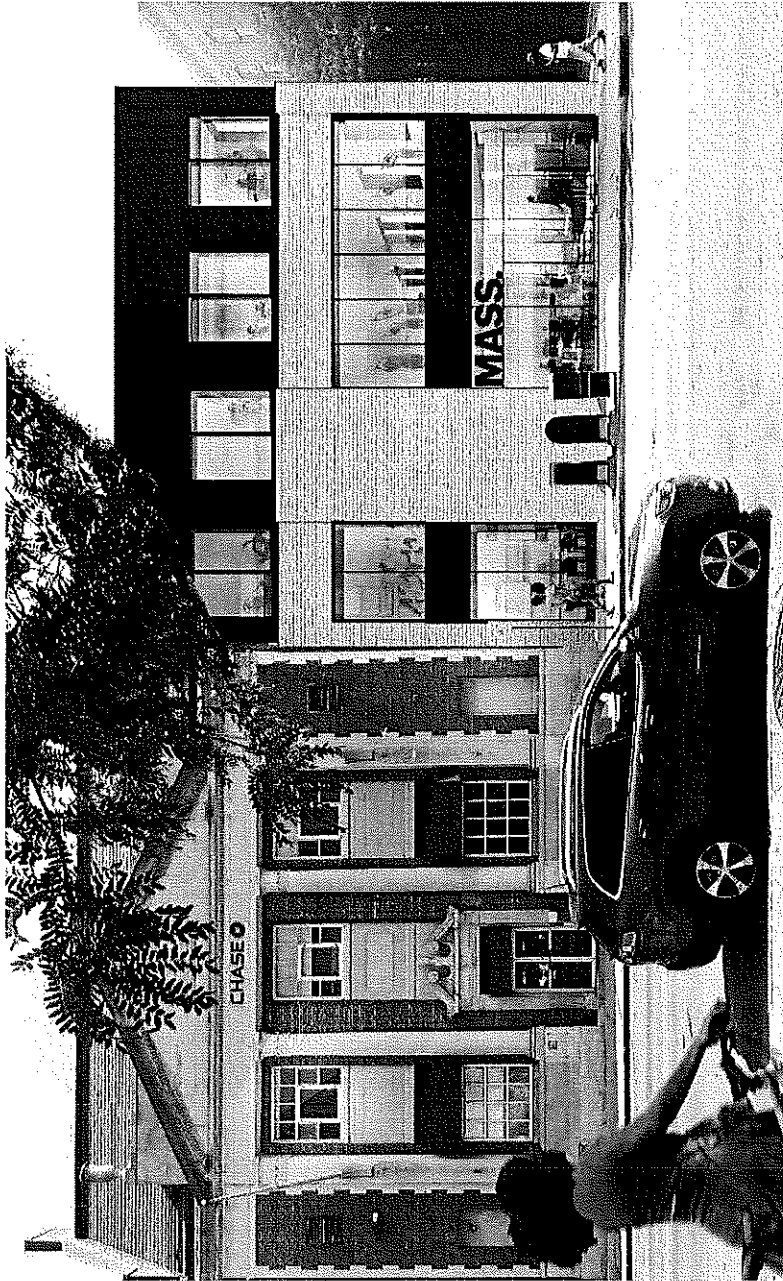
We help tell the story

MASS began producing films as a tool to uncover the cultures, histories, and everyday experiences that inform design and make projects possible. The process of collecting narratives helps us understand and convey why a building was needed, who it is being built for, and whose hands constructed it.

We are a collective

MASS Design Group is governed by a board of directors who oversee and advise on the organization and the maintenance of our mission. The board is comprised of a diverse group of thought leaders from different sectors and perspectives that meet quarterly to review the organization’s strategy and operations.





289 Main Street Poughkeepsie, New York, USA

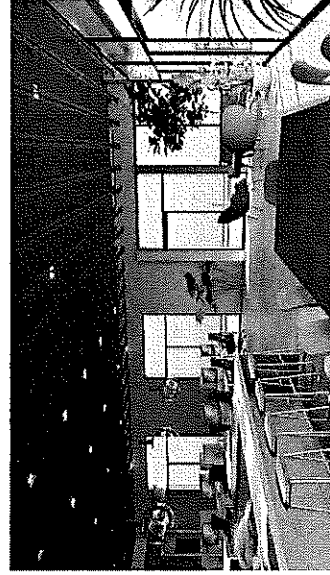
Date: August 2019–Present

Clients: Baxter Built

Size: 11,500 sq ft

Activation of a vacant storefront space on Main Street for commercial and residential uses, as well as a new office space for MASS's Poughkeepsie office!

289 Main Street will be a mixed use development with a creative and inviting new storefront space. MASS has been working with Baxter Built to adaptively reuse this building as well as developing layouts for a new MASS office space. The space will be designed with creative, interactive, public engagement components and will arrive to liven the streetscape along Main Street.

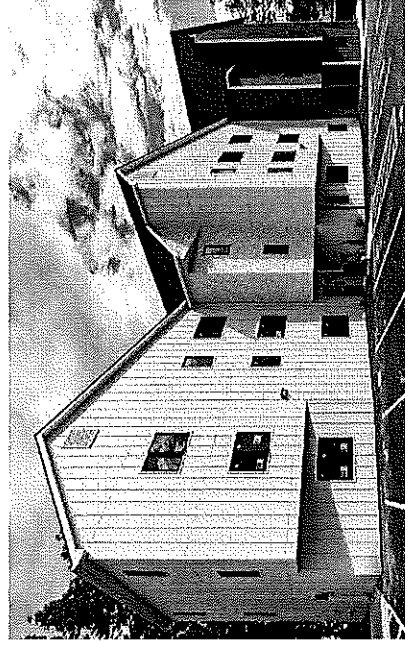
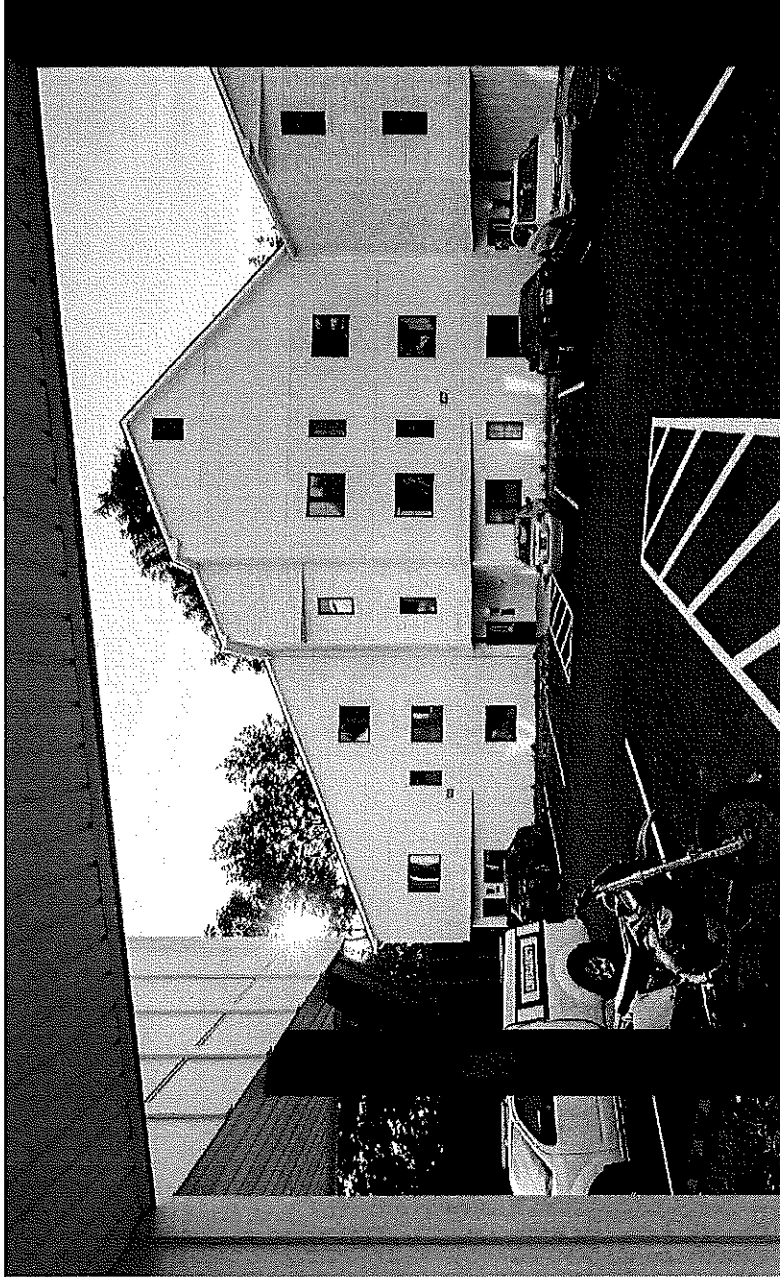


MASS Office

Grants & Related Fees
Baxter Built
Potential Funding from
Dutchess County Partners in
the Arts

Partners
Baxter Built
Local Artists

MASS.



Maple Street Housing Poughkeepsie, New York, USA

Date: 2017

Clients:
Maple St. of Dutchess LLC,
Boxter Construction

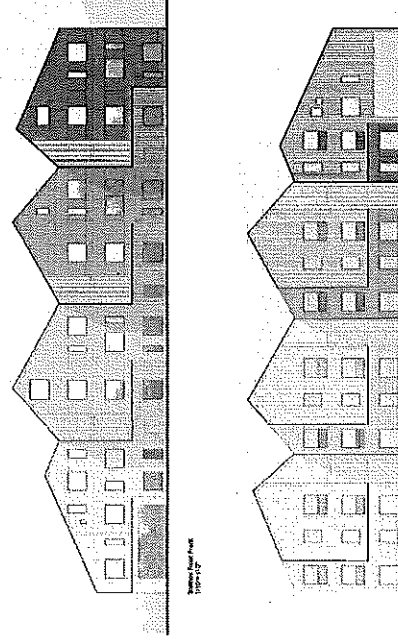
Size: 62,500 sq.ft.
40 housing units

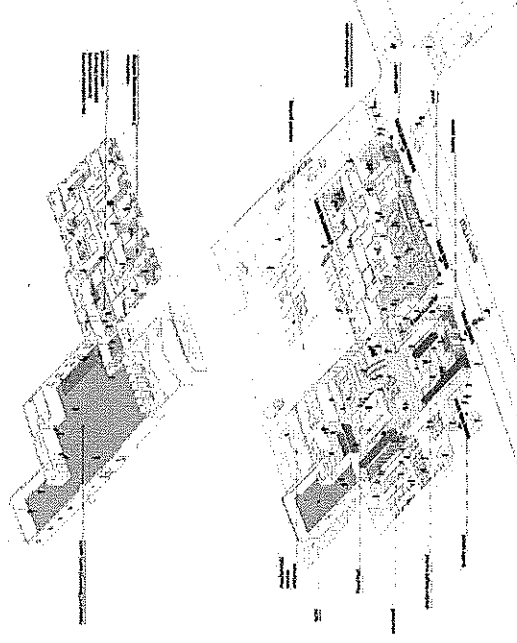
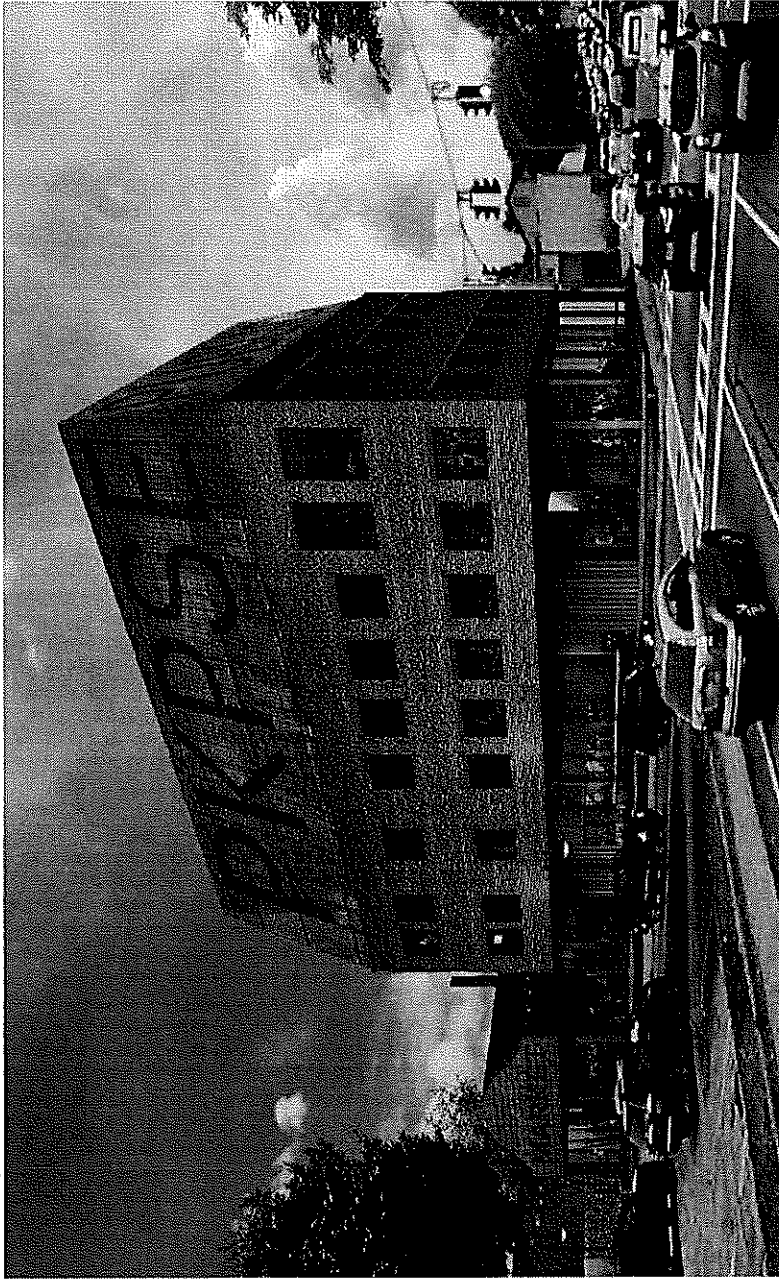
Affordable housing development
with a new pedestrian street to build
social capital and connect downtown
Poughkeepsie and surrounding
neighborhoods.

MASS.

Poughkeepsie's downtown has been in decline for several decades. A contributing factor are two high-speed arterial roads created in a failed planning initiative which bisect historic Main Street and have led to blight in the city's downtown. The site actually straddles main street at one end and the east-west arterial on the other, creating a natural bridge to reconnect downtown to the surrounding neighborhoods. The site is also adjacent to a local historical house, the 1757 Glebe house, which attracts tourism.

Our goal is a design which builds social capital, encouraging community connections and neighborliness. By re-creating a connection to main street across the arterial, we provide a community backyard which increases foot traffic and safety. The new pedestrian street, Maple Street, is formed of pocket parks and permeable surfaces which, while still providing 67 parking spaces, creates a green and welcoming thoroughfare and manages drainage. The form of the buildings also reference the Glebe House's saltbox roofline and Flemish and English bond brick, a contemporary approach to a vernacular form which aims to present a new approach to rebuild Poughkeepsie's aging building stock.





Poughkeepsie Public Market Poughkeepsie, New York, USA

Date: 2018–Present

Partners: Baxter Built & Opportunity
Poughkeepsie 1

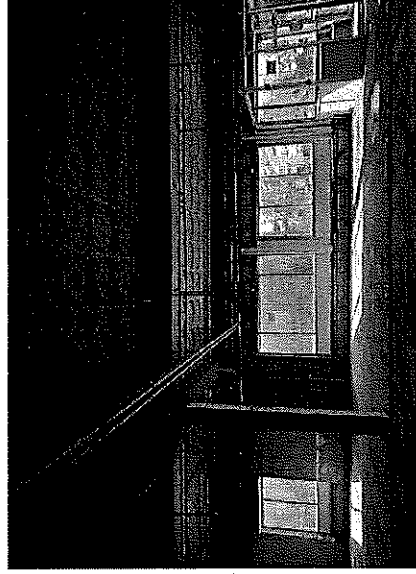
Size: 70,000 sq ft

Adaptive reuse of two multi-level
structures into a vibrant hub for
collective food preparation, education,
entrepreneurship, and consumption.

The Poughkeepsie Public Market will be a vibrant and inclusive hub of food activity for the City of Poughkeepsie and mid-Hudson region. By providing a highly-visible attractor along the city's east-bound arterial, the Public Market will support culinary entrepreneurship and a sustainable network of local farms and vendors. Partnering with local builders and developers at Baxter Built, MASS is participating directly in the development and programming at the Public Market to ensure its long term community activation.

The Public Market is an adaptive reuse project designed to celebrate the rich history of two historic buildings, and proposes to attract community-minded, local, and artisanal businesses, including a fresh food market, food hall vendors, commissary and teaching kitchen, shared co-working spaces, a craft brewery, and a coffee shop. The Poughkeepsie Public Market highlights a commitment at MASS to increase access to healthy food in the downtown area by connecting the rich agricultural assets of the Hudson Valley region to the diverse culinary entrepreneurship of Poughkeepsie.

MASS





Justin Brown, AIA, LEED AP

Principal

M. Architecture, Harvard University GSD
BA Architecture, University of Pennsylvania

Justin is a co-founder of MASS and a Design Principal focused on architectural work in the United States and quality control of projects abroad. He is dedicated to the growth of MASS's Social Justice portfolio and applying MASS's unique working method to projects in the US. He was the project architect for the Equal Justice Initiative's Memorial to Peace and Justice and co-founder of the Hudson Valley Office in Poughkeepsie, NY, which leverages community-based design to unlock upstream capital to build in disinvested cities.

Registration

New York - 03747

Experience

MASS Design Group.

Director and Principal, 2015-present.

Toshiko Mori Architect, New York, NY.

Project Manager, 2010 - 2015

Gensler Architecture, Washington, D.C.

Architectural Designer, 2004 - 2006

Affiliations

AIA since 2015

USGBC (LEED AP) since 2004

Awards / Honors

BSA Honor Award for Design Excellence for the National Memorial to Peace and Justice

Cooper Hewitt National Design Award for Architecture

Academic Advisory

Studio Instructor at the Harvard Graduate School of Design, Career Discovery 2009.

Guest Course Lecturer at Harvard GSD, MIT, Dartmouth, Northeastern.

Guest Critic at Columbia University of Michigan, Pratt, University of Toronto



Vrinda Sharma

Designer

M. Architecture and Urban Design, Columbia University GSAPP
BA Architecture, NMIMS University Mumbai, India

National Memorial for Peace and Justice

EQUAL JUSTICE INITIATIVE

Montgomery, Alabama, USA

Project Architect: The nation's first memorial dedicated to the victims of lynching, giving form to the silenced history of racial terror in America.

Built: 30,100 sq ft / 2,800 sq m

Site: 6 acres / 2.4 ha

Poughkeepsie Trolley Barn

HUDSON RIVER HOUSING, MID-HUDSON HERITAGE CENTER

Poughkeepsie, New York, USA

Adaptive reuse of historic transit garage into a community arts hub to revitalize downtown Poughkeepsie.

14,400 sq ft

Historic Sidney Theatre

BASE THE ROOF FOR THE ARTS

Sunny, Ohio, USA

Adaptive reuse of a historic theater to transform, inspire, and heal a disinvested downtown through incubation, creation, and education in the performing arts.

28,000 sq ft

Fringe Cities: Legacies of Renewal in the Small American City

AIA NY / CENTER FOR ARCHITECTURE

New York, New York, USA

Exhibition of original research on the "Fringe City," defined as an independently situated, small city that has been severely impacted by urban renewal.

King Memorial

KING POSTON

Boston, Massachusetts, USA

Memorial to Coretta Scott and Martin Luther King on the Boston Common.

40,198 sq ft

269 Main Street

BAKTER BUILT

Poughkeepsie, New York, USA

Activation of a vacant storefront space on Main Street for commercial and residential uses, as well as a new office space for MASS's Poughkeepsie office.

11,500 sq ft

Poughkeepsie Public Market (Food Hall)

MASS DESIGN GROUP, BAKTER BUILT

Poughkeepsie, NY, USA

Adaptive reuse of two multi-level structures into a vibrant hub for collective food preparation, education, entrepreneurship, and consumption.

58,421 sq ft

Maple Street Housing

MAPLE OF OUTDOORS LLC

Poughkeepsie, New York, USA

Affordable housing development with a new pedestrian street to build social capital and connect downtown Poughkeepsie and surrounding neighborhoods.

62,500 sq ft

Hudson Valley Farm Hub

HUDSON VALLEY FARM HUB

Hulley, New York, USA

Campus masterplan, and agricultural shop design for a diversified research and educational farm.

Construction: 27,080 sq ft / 2,516 sq m.

Site: 1500 ac / 607 ha

Blackinton Mill Adaptive Reuse Housing

THE BEYOND PLACE, LLC

North Adams, Massachusetts, USA

Adaptive reuse of a historic mill for housing within a 200-acre, mixed-use hospitality project.

80,000 sq ft. Site: 200 Acres

269 Main Street

BAKTER BUILT

Poughkeepsie, New York, USA

Activation of a vacant storefront space on Main Street for commercial and residential uses, as well as a new office space for MASS's Poughkeepsie office.

11,500 sq ft

Poughkeepsie Public Market (Food Hall)

MASS DESIGN GROUP, BAKTER BUILT

Poughkeepsie, NY, USA

Adaptive reuse of two multi-level structures into a vibrant hub for collective food preparation, education, entrepreneurship, and consumption.

58,421 sq ft

Scenic Hudson Center for Ecological Protection & Regeneration

SCENIC HUDSON

Poughkeepsie, New York, USA

Adaptive reuse of a historic former factory in the City of Poughkeepsie into a regenerative landscape, public park, community and rental space, and pandemic resilient headquarters for one of the regions' strongest environmental organizations.

30,000 sq ft

Fall Kill Master Plan

SCENIC HUDSON

Poughkeepsie, New York, USA

Designer + Outreach Co-ordinator; Activation of a forgotten urban creek for resilience and communal gathering through creative placemaking and adaptive design.

1 mile

Good Shepherd Conservancy

GOOD SHEPHERD POULTRY RANCH, ELP PHILANTHROPIES

Unionburg, Kansas, USA

An educational hub dedicated to the preservation of biodiversity through agricultural conservation, ecological resilience, and food system innovation.

10,000 sq ft. Site: 160 acres

Poughkeepsie Trolley Barn

HUDSON RIVER HOUSING, MID-HUDSON HERITAGE CENTER

Poughkeepsie, New York, USA

Adaptive reuse of historic transit garage into a community arts hub to revitalize downtown Poughkeepsie.

14,400 sq ft

Blackinton Mill Adaptive Reuse Housing

THE BEYOND PLACE, LLC

North Adams, Massachusetts, USA

Adaptive reuse of a historic mill for housing within a 200-acre, mixed-use hospitality project.

80,000 sq ft. Site: 200 Acres

College Hill Park Cistern

CITY OF POUGHKEEPSIE

Poughkeepsie, New York, USA

Design to transform a relic of water infrastructure into a regional arts destination and catalyst for city-wide transformation.

36,000 sq ft



204 Church St.

Sources of Funds

Total Project Budget

Bank Loan	\$	330,375.00
HFA Grant		
CFA Bridge		
Cash Equity	\$	110,125.00
Total Project Costs		
Total Funds	\$	440,500.00

Uses of Funds

Total Project Budget

Land Acquisition

Budget

204 Acquisition	\$	1,000.00
Closing Costs	\$	2,000.00
	\$	3,000.00

Design Costs

Architect	\$	10,000.00
Survey	\$	1,000.00
Total Design	\$	11,000.00

Administrative

Legal	\$	5,000.00
Building Permit	\$	1,000.00
	\$	6,000.00

Financial

Bank Fees/Legal/appraisal	\$	5,000.00
Environmental	\$	2,500.00
Mortgage tax	\$	3,000.00
Title	\$	10,000.00
Bank Engineer	\$	2,000.00
	\$	22,500.00

Construction Costs

Hard cost	\$	350,000.00
Developers Fee	\$	-
	\$	350,000.00

Carrying Costs

Taxes	\$	3,000.00
Interest	\$	20,000.00
Insurance	\$	5,000.00
General Carrying Costs	\$	5,000.00
Operational Startup	\$	15,000.00
	\$	48,000.00
	\$	440,500.00

BAXTER



204 Church Creative Studios

Income

<u>Residential Rent</u>			
0	\$	-	\$ -
<u>Commercial</u>			
10 Studio units	\$	4,500.00	\$ 450.00
			\$ -
Total			\$ 54,000.00

Expenses

<u>Vacancy</u>			
5%	\$	2,700.00	\$ 2,700.00
<u>Expenses</u>			
Property Tax/School Taxes	\$	1,260.00	444-A Tax Exemption
Insurance	\$	4,000.00	
Landscape	\$	2,500.00	
Plowing	\$	1,000.00	
Repair and Maintenance	\$	3,500.00	
Garbage	\$	1,000.00	
Utilities	\$	5,000.00	
Water	\$	2,500.00	
Professional Fees	\$	1,500.00	
Management	\$	2,700.00	5%
			\$ 24,960.00
Total			\$ 27,660.00
Net Income			\$ 26,340.00
Debt Service			\$ 21,477.21
Net			\$ 4,862.79

Cash on Cash

4.4%

BAXTER

278 MILL ST, SUITE 100 | POUGHKEEPSIE, NY 12601 | 845.471.1047

BAXTERBUILT.COM



December 10, 2020

City of Poughkeepsie
62 Civic Center Plaza
Poughkeepsie, NY 12601

RE: Request for Development Proposal: 204 Church Street

To Whom It May Concern,

Baxter is offering to purchase the subject property at 204 Church Street, Poughkeepsie, NY at a value to be determined at a later date.

This offer is contingent on the following:

- Project acceptance in the 444 Historic Tax PILOT program
- Environmental reports
- Financing
- Delivering of Clean Title

Sincerely,

Eric Baxter
Vice President

BAXTER

278 MILL ST, SUITE 100 | POUGHKEEPSIE, NY 12601 | 845.471.1047

BAXTERBUILT.COM



Project References

Wireworks

December 2020

Sisha Ortuzar

646-239-3827

sishaortuzar@gmail.com

249 Main Street

December 2020

Hugh Lewis

hlwisre@aol.com

Inness Resort

Summer 2021

Charles Blachman

cblachman@gmail.com

Ready Coffee Co.

Summer 2019

Jedd Bonnem

917-647-7417

e.jedd@readycc.com

Financial References

Roy Shemitz

Vice-President, Commercial Lending

Rhinebeck Bank

845-454-8555

rshemitz@rhinebeckbank.com

Mary Paden

Senior Vice President

The Community Preservation Corporation (CPC)

914-747-2570 x.224

mpaden@communitycp.com

BAXTER

278 MILL ST, SUITE 100 | POUGHKEEPSIE, NY 12601 | 845.471.1047

BAXTERBUILT.COM

**RESOLUTION
(R21-18)**

INTRODUCED BY COUNCILMEMBERS CHERRY, PETSAS AND FLOWERS

WHEREAS, the most recent Collective Bargaining Agreement between the City of Poughkeepsie (the "City") and City of Poughkeepsie Police Benevolent Association ("PBA") expires on December 31, 2020; and

WHEREAS, representatives of the City and the PBA have negotiated on and settled upon certain financial terms and conditions as set forth in the Memorandum of Agreement annexed hereto and made a part hereof, and

WHEREAS, the PBA's membership has ratified the terms of the settlement; and

WHEREAS, the agreement is subject to ratification by the Common Council; and

WHEREAS, it is the desire of the Common Council to authorize and approve the financial terms of the settlement; and

WHEREAS, the Common Council has determined that this resolution constitutes a Type II action as defined by the New York State Environmental Quality Review Act and 6 NYCRR Part 617,

NOW, THEREFORE,

BE IT RESOLVED, that the Common Council does hereby authorize and approve the proposed settlement of the collective bargaining negotiations between the City and the PBA for a successor agreement for the period January 1, 2021 to December 31, 2025, containing the financial terms substantially in the same form and substance as set forth in the Memorandum of Agreement annexed hereto as Schedule "A"; and be it further

RESOLVED, that the Common Council does hereby authorize the Mayor to enter into a successor agreement with the PBA, containing financial terms substantially in the same form and substance as set forth in the Memorandum of Agreement annexed hereto, and be it further

RESOLVED, that this resolution take effect immediately.

SECONDED BY COUNCILMEMBER _____.

**RESOLUTION
(R21-19)**

INTRODUCED BY COUNCILMEMBER L. JOHNSPON AND FLOWERS

WHEREAS, the most recent Collective Bargaining Agreement between the City of Poughkeepsie (the "City") and CSEA, Local 1000 AFSCME ("CSEA") is set to expire on December 31, 2021; and

WHEREAS, representatives of the City and the CSEA, having agreed to re-open the current agreement, negotiated on and settled upon certain financial terms and conditions to modify said Collective Bargaining Agreement which are set forth in the Memorandum of Agreement annexed hereto and made a part hereof, and

WHEREAS, the CSEA's membership has ratified the terms of the settlement; and

WHEREAS, it is the desire of the Common Council to authorize and approve the financial terms of the settlement; and

WHEREAS, the 2021 City Budget reflects the impact of the settlement according to the fiscal impact statement provided by the Finance Commissioner; and

WHEREAS, the Common Council has determined that this resolution constitutes a Type II action as defined by the New York State Environmental Quality Review Act and 6 NYCRR Part 617,

NOW, THEREFORE,

BE IT RESOLVED, that the Common Council does hereby authorize and approve the proposed settlement of the collective bargaining negotiations between the City and the CSEA for a successor agreement for the period January 1, 2021 to December 31, 2024, containing the financial terms substantially in the same form and substance as set forth in the Memorandum of Agreement annexed hereto; and be it further

RESOLVED, that the Common Council does hereby authorize the Mayor to enter into a successor agreement with the CSEA, containing financial terms substantially in the same form and substance as set forth in the Memorandum of Agreement annexed hereto, and be it further

RESOLVED, that this resolution take effect immediately.

SECONDED BY COUNCILMEMBER _____.

RESOLUTION
(R-21-20)

**APPROVING AN AGREEMENT WITH DUTCHESS COUNTY REGARDING
CATEGORIES OF PROPOSED ACTIONS THAT SHALL BE DEEMED OF
LOCAL CONCERN FOR PURPOSES OF REVIEW UNDER GML §239-m**

INTRODUCED BY CHAIR SALEM

WHEREAS, pursuant to GML §239-m the City must refer certain actions to the Dutchess County Department of Planning in order to assess its potential for inter-community and county-wide impact and consistency; and

WHEREAS, the City and County are permitted to enter into an agreement exempting categories of actions that are mutually deemed of local concern and thus not subject to referral under GML §239-m; and

WHEREAS, the County and City are desirous of entering into an agreement thereby eliminating the need for the City to refer and the County to review action which are strictly matters of a local concern, do not impact other communities and have no county-wide impact; and

WHEREAS, the Common Council has determined that this agreement will increase efficiency and is in the best interest of the City; and

NOW, THEREFORE

BE IT RESOLVED, by the Common Council of the City of Poughkeepsie approves and supports the agreement attached hereto and made a part hereof as if fully set forth herein as permitted pursuant to GML §239-m; and be it further

RESOLVED, that the Mayor is authorized to execute said agreement in form and substance as attached hereto and do all things necessary to give effect to the resolution.

SECONDED BY COUNCILMEMBER _____.

RESOLUTION
(R20-13)

**APPROVING AN AGREEMENT WITH DUTCHESS COUNTY REGARDING
CATEGORIES OF PROPOSED ACTIONS THAT SHALL BE DEEMED OF
LOCAL CONCERN FOR PURPOSES OF REVIEW UNDER GML §239-m**

INTRODUCED BY CHAIR SALEM

WHEREAS, pursuant to GML §239-m the City must refer certain actions to the Dutchess County Department of Planning in order to assess its potential for inter-community and county-wide impact and consistency; and

WHEREAS, the City and County are permitted to enter into an agreement exempting categories of actions that are mutually deemed of local concern and thus not subject to referral under GML §239-m; and

WHEREAS, the County and City are desirous of entering into an agreement thereby eliminating the need for the City to refer and the County to review action which are strictly matters of a local concern, do not impact other communities and have no county-wide impact; and

WHEREAS, the Common Council has determined that this agreement will increase efficiency and is in the best interest of the City; and

NOW, THEREFORE

BE IT RESOLVED, by the Common Council of the City of Poughkeepsie approves and supports the agreement attached hereto and made a part hereof as if fully set forth herein as permitted pursuant to GML §239-m; and be it further

RESOLVED, that the Mayor is authorized to execute said agreement in form and substance as attached hereto and do all things necessary to give effect to the resolution.

SECONDED BY COUNCILMEMBER BRANNEN

Submitted to Council: February 3, 2020 Council Action: Approved Roll call vote taken: Yes <u>X</u> No _____ Ayes 8 Nays 1 Abstain 0 Absent 0 Approved by Mayor on <u>2/4/20</u> Mayor's Signature <u>R. B. Polise</u>	I hereby certify the foregoing to be a true and correct copy of a Resolution duly adopted at a regular meeting of the Common Council held <u>February 3, 2020</u> <u>Deanne L. Flynn</u> City Chamberlain
--	--

AGREEMENT

THIS AGREEMENT, bearing the date set forth on the signature page, by and between the COUNTY OF DUTCHESS, a municipal corporation with offices at 22 Market Street, Poughkeepsie, New York 12601 (hereinafter referred to as the "COUNTY") and CITY OF POUGHKEEPSIE, a municipality within Dutchess County, whose address is 62 Civic Center Plaza, Poughkeepsie, New York 12601, (hereinafter referred to as the "MUNICIPALITY").

WITNESSETH:

WHEREAS, New York State General Municipal Law Section 239 requires local municipalities to refer applications for certain planning and zoning actions to the Dutchess County Department of Planning & Development for review, and

WHEREAS, the New York General Municipal Law Section 239 further requires the County to assess all such applications as to whether the requested action would have a "county wide" or "inter-community" impact and comment on same, and

WHEREAS, the current referral process results in the processing of applications each year from towns, villages, and cities to the County, a portion of which have neither county-wide or inter-community impact, and

WHEREAS, New York State General Municipal Law authorizes the County to enter into agreements with local municipalities in order to determine which, if any, of the local municipal actions subject to referral may be deemed strictly matters of local determination, and therefore, not subject to the referral process, and

WHEREAS, pursuant to Resolution No. 2015246, the County Legislature authorized municipal corporation agreements for the elimination of the necessity of the County's review and comment on certain local actions pursuant to General Municipal Law Section 239, and

WHEREAS, it is hereby mutually agreed by and between the parties hereto as follows:

1. TERM OF AGREEMENT: This Agreement shall be effective as of January 1, 2021 and shall terminate on December 31, 2021, unless otherwise terminated as set forth herein. The term of this Agreement shall be extended automatically on an annual basis, for a total not to exceed five (5) years from the original agreement date. If either party decides to terminate this

Agreement, either party shall send a written notice of termination to the other party at least thirty (30) days before the end of any term. This Agreement shall terminate upon thirty (30) days written notice by either party to the other.

2. PAYMENT: None.

3. REFERRALS TO BE ELIMINATED: The following actions shall be eliminated from the referral and review process:

- a. administrative amendments (zoning amendments regarding fees, procedures, penalties, etc.);
- b. special use permits, use variances and area variances for residential uses; and
- c. renewals/extensions of site plans or special permits that have no changes from previous approvals.

4. REFERRALS NOT TO BE ELIMINATED: The following actions shall not be eliminated from the referral and review process:

- a. comprehensive/master plans;
- b. zoning amendments (standards, uses, definitions, district regulations, etc.);
- c. re-zonings;
- d. other proposed local laws and/or other authorizations adopted pursuant to zoning (wetlands, historic preservation, affordable housing, architectural review, etc.);
- e. site plans (all); and
- f. special permits, use variances, and area variances for all non-residential uses.

5. NOTICES: Except as otherwise provided in this Agreement, notice required to be given pursuant to this Agreement shall be made in writing and addressed to the following or such other person as the parties may designate:

Commissioner of Planning & Development
Dutchess County Dept. of Planning & Development
85 Civic Center Plaza, Suite 107
Poughkeepsie, NY 12601

City of Poughkeepsie
Attn: Mayor
62 Civic Center Plaza
Poughkeepsie, NY 12601

6. COUNTERPARTS; SIGNATURES TRANSMITTED BY ELECTRONIC MEANS: This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one agreement, and any of the parties hereto may execute this Agreement by signing any such counterpart. A facsimile or signature transmitted by electronic means applied hereto or to any other document shall have the same force and effect as a manually signed original. This provision contemplates giving legal force and effect to copies of signatures. This provision does not contemplate the use of "electronic signatures" as regulated by New York State Technology Law Article 3, "Electronic Signatures and Records Act."

7. ENTIRE AGREEMENT: The term of this Agreement, including any attachments, represent the final intent of the parties. Any modifications, rescission or waiver of the terms of this Agreement must be in writing and executed and acknowledged by the parties with the same formalities accorded in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement made this ____ day of _____, 2020.

APPROVED AS TO FORM:

ACCEPTED: COUNTY OF DUTCHESS

County Attorney's Office

BY: _____
Marcus J. Molinaro, County Executive

APPROVED AS TO CONTENT:

CITY OF POUGHKEEPSIE:

Eoin Wrafter, Commissioner
Dept. of Planning & Development

BY: _____
Robert Rolison
Mayor

PD# 2020-82



THE CITY OF POUGHKEEPSIE
NEW YORK

PLANNING DEPARTMENT

62 Civic Center Plaza, 2nd Floor
Poughkeepsie, New York 12601
Phone: 845.451.4047 Fax: 845.451.4006

APPLICATION FOR REZONING

Print Form

OFFICE USE ONLY

CODE:

ID #: 299100

FEE: \$1,000.00

DEC 10 2020
CK # 8164
\$1000.00

PROJECT ADDRESS: 584 Main Street, Poughkeepsie, NY 12601

Grid No(s): 131300-6161-24-439917

(add additional sheets if necessary)

APPLICANT: A to-be-formed single purpose LLC entity owned by Mark Lehman and Wulf Lueckerath

Street: 1397 Second Avenue, Suite 170

Town/Zip: New York, NY 10021

Phone: 917-453-9948

Email: mark@rosewalkproperties.com

Applicant is: ☒ Owner ☒ Contract Vendee

If Applicant is a Corporation, LLC, LP, PC, D/B/A or Partnership, provide the name of the principal(s) who will be representing the rezoning application:

Mark Lehman and Wulf Lueckerath, on behalf of the current owner 131300-6161-24-439917-0000

If Applicant is a Corporation, LLC, LP, PC, D/B/A or Partnership, provide the names of all shareholders, members, partners and/or officers:

None others yet

Date that Corporation, LLC, LP, PC, D/B/A or Partnership was formed or registered to do business in New York State: N/A

IF THE APPLICANT IS NOT THE OWNER, DOCUMENTATION AUTHORIZING THE APPLICANT TO PURSUE APPROVALS, SUCH AS AN EXECUTED CONTRACT OF SALE OR OPTION TO PURCHASE, MUST BE SUBMITTED.

CONSULTANT: N/A

Street:

Town/Zip:

Phone:

Email:

THE CITY OF POUGHKEEPSIE

NEW YORK

PLANNING DEPARTMENT

62 Civic Center Plaza, 2nd Floor
Poughkeepsie, New York 12601
Phone: 845.451.4047 Fax: 845.451.4006

**APPLICATION FOR REZONING
PROJECT INFORMATION**

ADDRESS: 584 Main Street, Poughkeepsie, NY 12601

CURRENT ZONING: C-2A

PROPOSED ZONING: To amend zoning code to allow for office and multifamily residential at the property.

DESCRIBE THE PROJECT FOR WHICH THE REZONING IS REQUESTED:

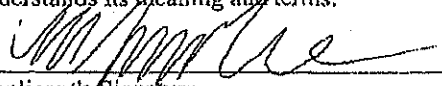
The project entails re-developing 584 Main Street, currently a vacant, dilapidated commercial building and the former Ken's Furniture store, into a mixed-use property comprised of up to 29 apartment units and 3 retail storefronts. The new project would include new plumbing, electrical, windows, and all new interior framing in the apartments.

Will the project require any of the following approvals after rezoning? Please check all that apply:

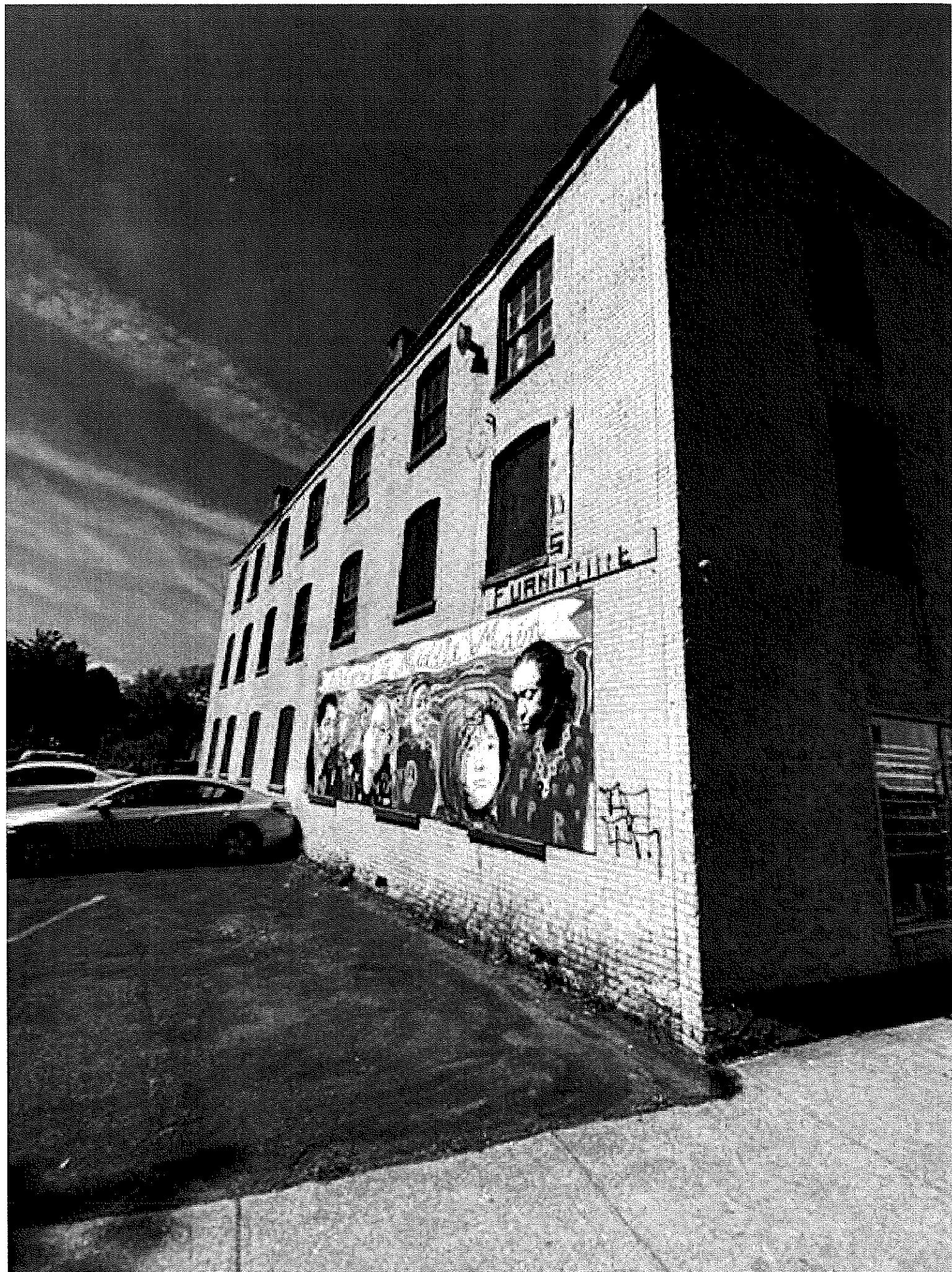
- ☒ Site Plan from the Planning Board
- ☐ Special Permit from the Planning Board
- ☐ Subdivision (lot line adjustment)
- ☐ Use variance from the Zoning Board of Appeals
- ☐ Area variance(s) from the Zoning Board of Appeals

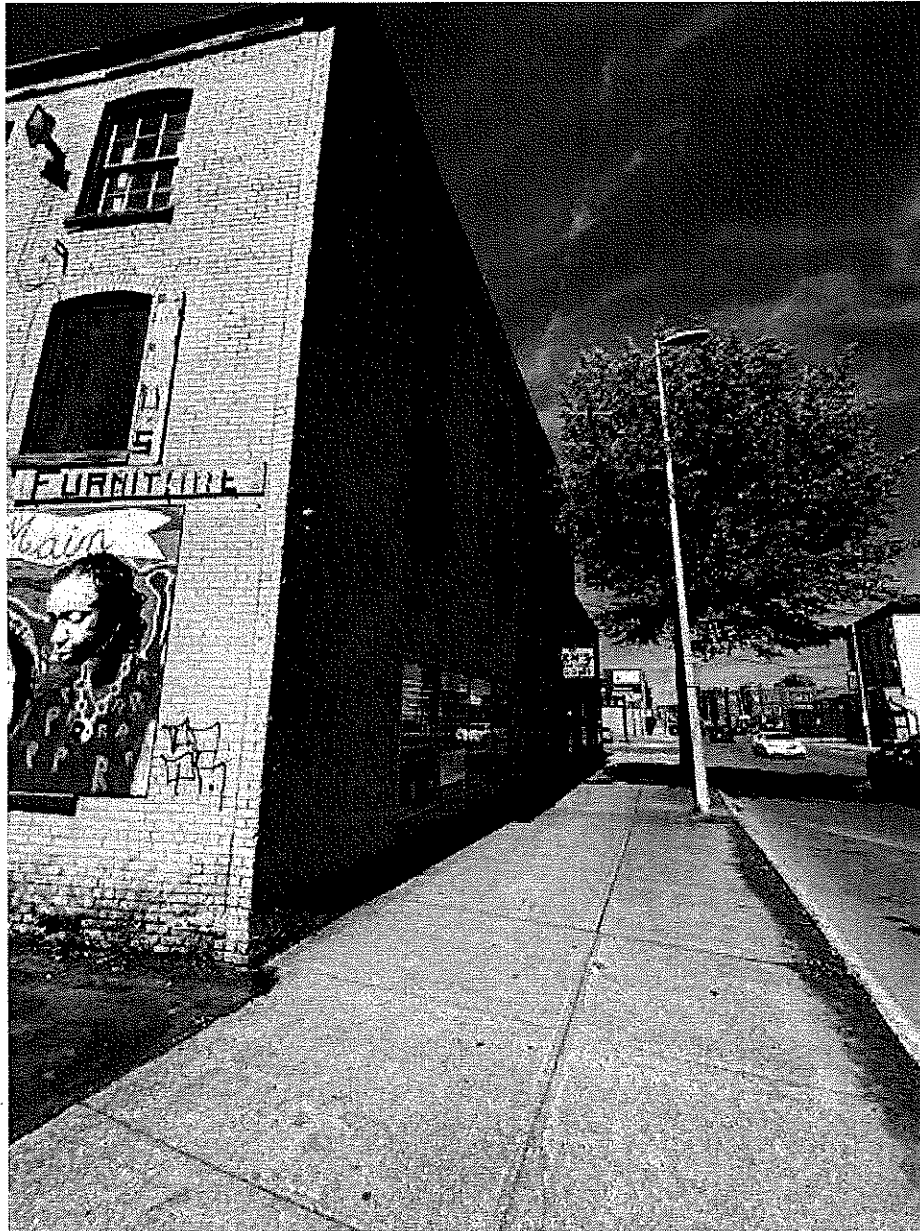
APPLICANT'S CERTIFICATION

By his/her signature, the applicant vows that: (1) He/She has read this application and is familiar with its contents and that the information provided herein is complete and true to the best of the applicant's knowledge; (2) He/She has read, is familiar with, and understands the requirements of the City of Poughkeepsie provision(s) affecting and/or regulating the project for which this application is made; (3) He/She agrees to comply with the requirements of the City of Poughkeepsie affecting and/or regulating the project for which this application is made, including any general or special conditions or permits or approvals granted by any board, agency or department of the City of Poughkeepsie; and, (4) He/She has read this statement and understands its meaning and terms.


Applicant's Signature

11/23/20
Date







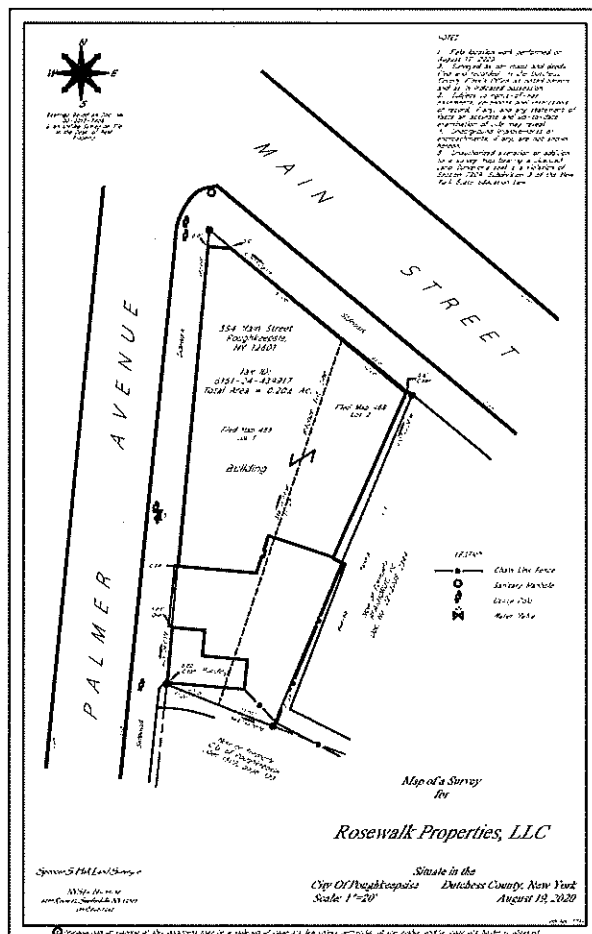
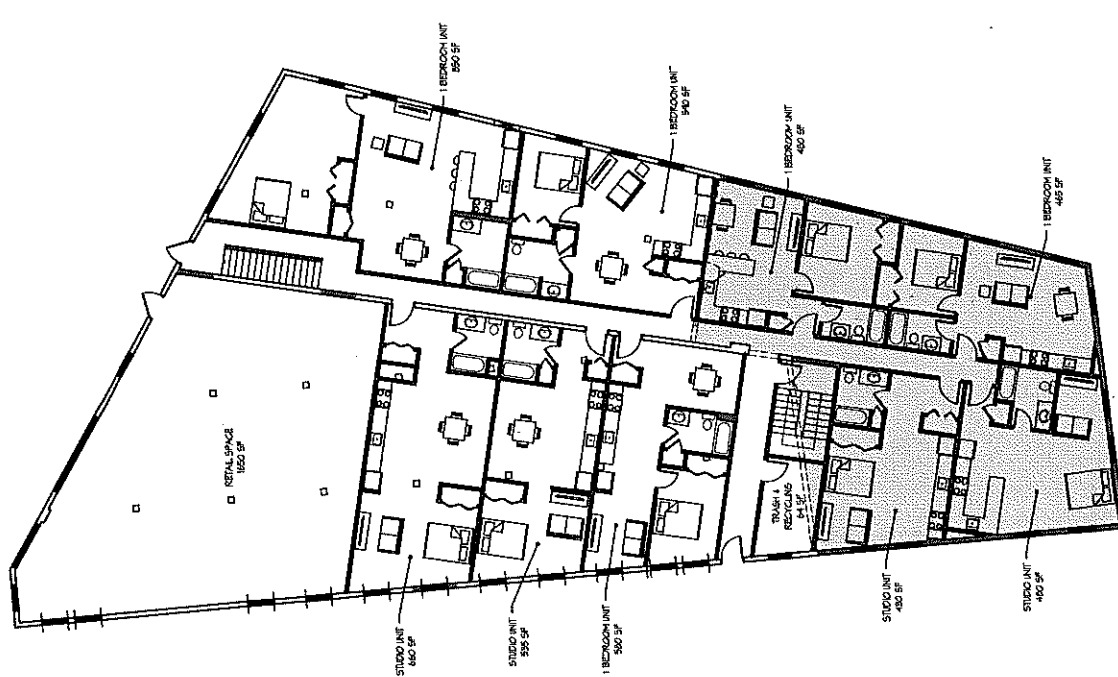
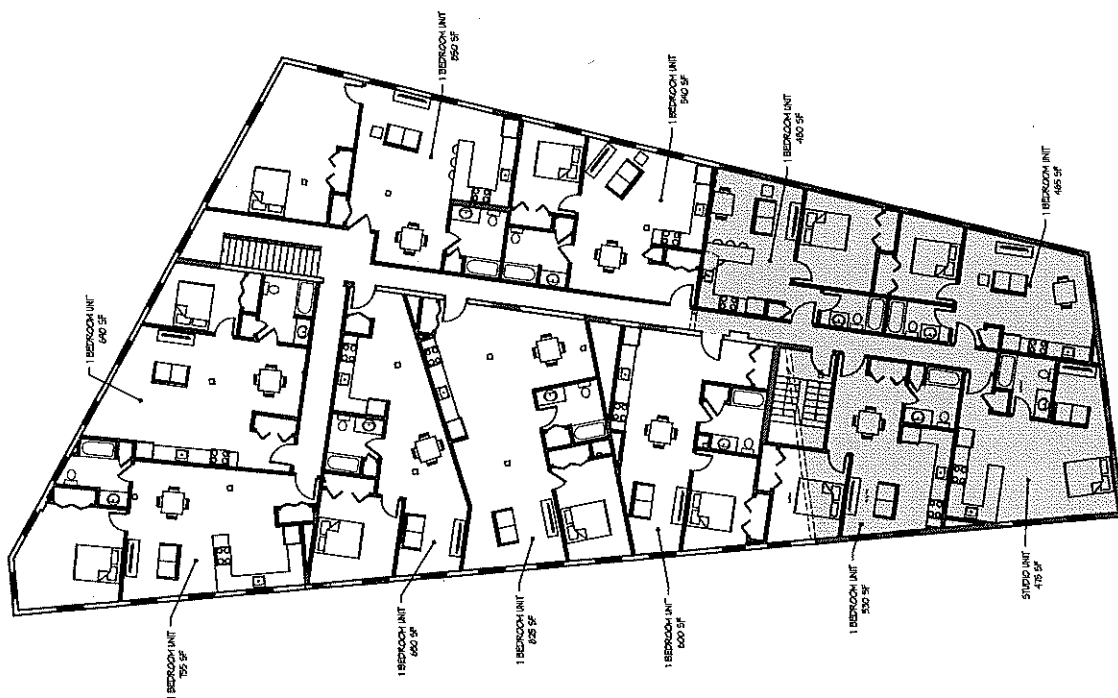


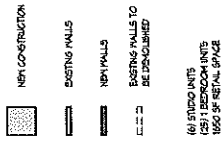
Exhibit B
Photographs; Plans



NEW CONSTRUCTION	EXISTING WALLS	NEW WALLS	EXISTING WALLS TO BE REFINISHED
			

(6) STUDIO UNITS
(25) 1 BEDROOM UNITS
1650 SF RETAIL SPACE

[illegible]



A					
A					
A	*			09-02-00	
No.	REVISION/SUBMISSION	DATE			

Liscum
McCormack
Van Voorhis^P

187 CHURCH STREET
 ARCHITECTURE INCORPORATED NEW YORK 10013

PROPOSED THIRD FLOOR PLAN

PROJECT SET: NOT FOR CONSTRUCTION	A101	
	DATE: 06-18-2020	DRAWN BY: J. TORRES

PROPOSED THIRD FLOOR PLAN
SCALE: 1/8"=1'-0"

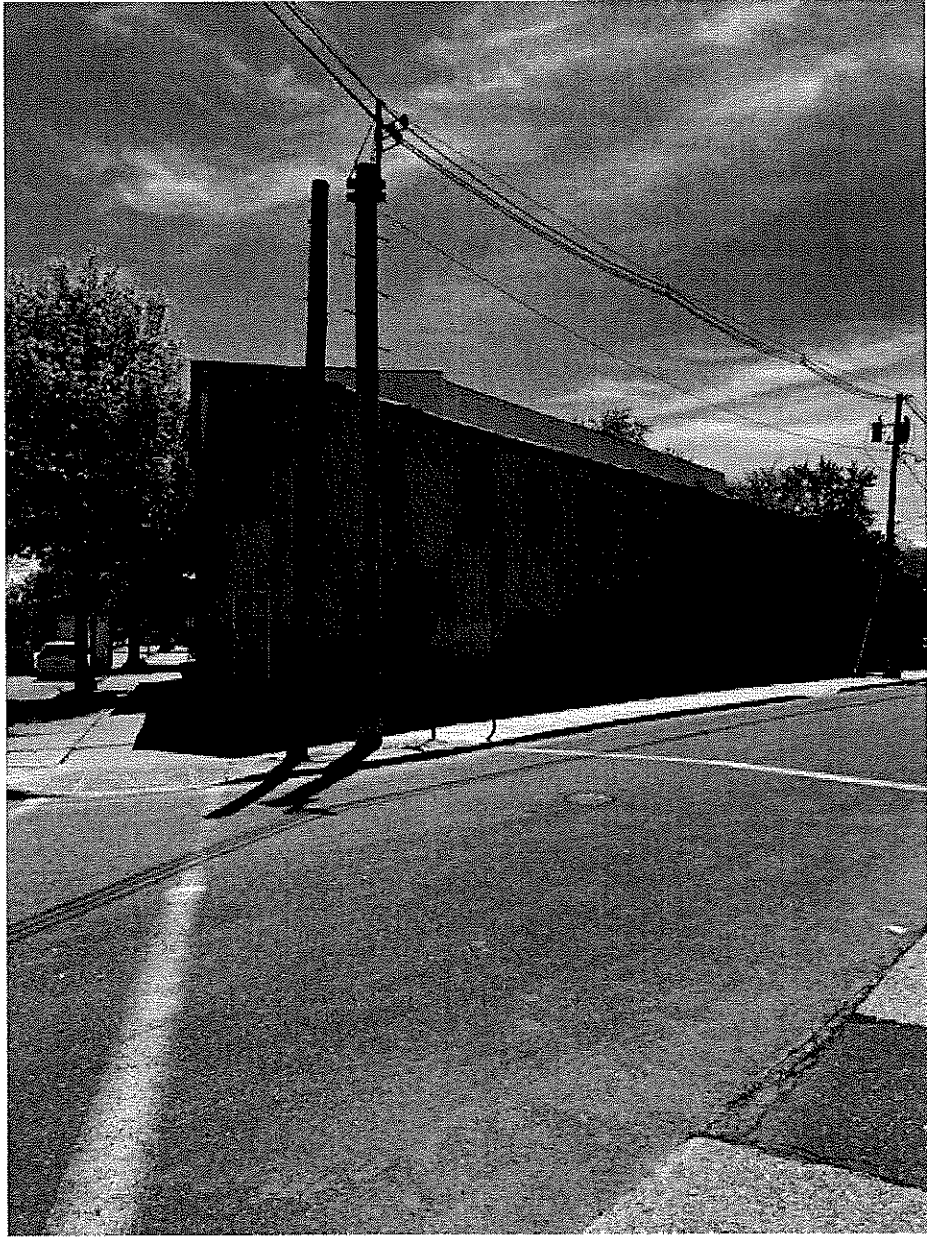






Exhibit C
HRH Letter



August 28, 2020

Board of Directors

President

Susan Fortunato

Vice-President

Roderick MacLeod

Treasurer

Mary Paden

Secretary

Daria Hanssen

William Carroll
Ariel Cordova
G. Nick Garin
Danny Hairston
Richard Keller-Coffey
Jeff Kosmacher
Tim McQueen
Taneisha Means
Tom Pape
Carol Stevens
Lorna Thompson

Executive Director

Christa Hines

Common Council Members

City of Poughkeepsie
Municipal Building, P.O. Box 300
Poughkeepsie, NY 12602

RE: 584 Main Street

Dear Council Members,

Hudson River Housing is once again interested in partnering with Wulf Lueckerath and Mark Lehman to create affordable housing in the City of Poughkeepsie. To date this partnership has created 23 units of housing that are guaranteed to have long term affordability. We look forward the creation of up to 29 more units at 584 Main Street.

Hudson River Housing plans to manage these units for very low-income individuals and families, something that continues to be of great need in the City. In addition, we plan to have a role in the commercial spaces created in this project by incorporating elements of our Workforce Training Programs.

We are in full support of this application to the City of Poughkeepsie Common Council and it is our hope that concessions can be made to help this project move forward. Please don't hesitate to contact me with any questions. Thank you.

Sincerely,

Mary Linge
Director of Real Estate Development

Housing with compassion...
Development with vision



Spencer S. Hall
Licensed Land Surveyor
6244 Route 82
Stanfordville, NY 12581
(845) 868-1262
NYS Lic. No. 49138
hallsurveying@optonline.net

August 19, 2020

Metes & Bounds Description of the following parcel:

584 Main Street, Poughkeepsie, NY 12601

All that piece or parcel of land situate in the City of Poughkeepsie, County of Dutchess and State of New York, said parcel shown on a map filed in the Dutchess County Clerk's Office as Filed Map 488, entitled, "Map of Property Cor. Palmer Ave. and Main St. Poughkeepsie, NY Belonging to the Estate of Andrew Smith, Dec'd" and designated as Lot 1 & Lot 2, more particularly described as follows;

Beginning at a point at the intersection of the easterly side of Palmer Avenue and the southerly side of Main Street; thence along the southerly side of said Main Street, S50°54'00"E 93.00'; thence along the lands now or formerly of RFKHOURY, Inc.(Doc. No. 02-2008-2349), S22°43'28"W 127.39' to the lands now or formerly of the City of Poughkeepsie (Liber 1507, page 423); thence along the said lands of the City of Poughkeepsie, N68°44'00"W 41.00' to the easterly side of said Palmer Avenue; thence along the easterly side of said Palmer Avenue, N05°24'00"E 162.00' to the point or place of beginning, containing 0.20± acre of land.

Pete's Famous Restaurant

618 Main Street
Poughkeepsie, New York 12601

Corinthian Group LLC
1397 Second Avenue, Suite 170
New York, NY 10021

September 16, 2020

Re: *Parking for 584 Main Street*

Dear Wulf:

We understand that you are in contract to purchase 584 Main Street and seeking approvals from the City of Poughkeepsie for various improvements to such property.

This confirms that we can provide up to ten (10) parking spots at 618 Main Street for use by tenants at 584 Main Street once your entity has purchased 584 Main Street and completed all the renovations there.

We understand that you intend to provide this letter to the City of Poughkeepsie Common Council in support of your applications for approvals.

Sincerely:

PETE'S FAMOUS RESTAURANT

By: _____

Name: _____

Title: _____

[Signature]
JAMES DRIVAS
Owner

Short Environmental Assessment Form

Part 1 - Project Information

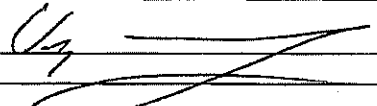
Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
584 Main STREET, POUGHKEEPSIE, NY - SPONSORS: WULF LUECKERATH & MARK LEHMAN			
Name of Action or Project: 584 MAIN STREET, POUGHKEEPSIE, NY 12601			
Project Location (describe, and attach a location map): 584 MAIN STREET/ PALMER AVENUE - PLEASE SEE ATTACHED SITE MAP AND PROPERTY SURVEY			
Brief Description of Proposed Action: COMPLETE RENOVATION OF EXISTING 2-3 STORY VACANT PROPERTY. REMOVE EXISTING DETERIORATED ONE-STORY GARAGE IN THE BACK OF THE PROPERTY AND CONNECT/EXPAND WITH EXISTING 2-3 STORY PROPERTY. PROPERTY WILL BE CONVERTED INTO A MIXED-USE PROPERTY WITH 29 RESIDENTIAL UNITS AND 2 OR 3 GROUND-FLOOR COMMERCIAL SPACES.			
Name of Applicant or Sponsor: WULF LUECKERATH & MARK LEHMAN		Telephone: 917-678-5966/ 917-453-9948 E-Mail: wlueckerath@thecorinthiangroup.com	
Address: 1397 SECOND AVENUE, SUITE 170			
City/PO: NEW YORK	State: NY	Zip Code: 10021	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO ☐	YES ☒
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO ☒	YES ☐
3. a. Total acreage of the site of the proposed action?		0.2 acres	
b. Total acreage to be physically disturbed?		0.03 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.2 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action: ☒ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☒ Other(Specify): mixed-use residential/ commercial ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☒	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: PROPERTY WILL LOOK TO INCORPORATE ENERGY EFFICIENT WINDOWS AND BLOWN-IN INSULATION. WILL ALSO INCORPORATE SOLAR PANELS ON THE NEW ROOF FOR COMMON AREA ENERGY USAGE.	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☒ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>WULF LUECKERATH</u> Date: <u>12/09/2020</u>		
Signature: <u></u> Title: <u>MEMBER</u>		

584 Main Street

From: Knauss, Judith (jknauss@cityofpoughkeepsie.com)
To: dpetruncola@fmvarchitects.com
Cc: wlueckerath@yahoo.com
Date: Wednesday, July 22, 2020, 02:36 PM EDT

The Planning Department is in receipt of additional materials relative to your zoning review request in conjunction with the possibility of converting the building at 584 Main Street from a furniture store with associated storage to a mixed use building with commercial use (retail/restaurant/office) on the ground floor and apartments on the second and third floors. These materials include a preliminary site plan indicating demolition of out buildings and construction of a three story addition that will cover the entire lot (and including an addition to the existing two story portion of the building). This review supplements the discussion of our meeting on 7/1/20.

As you are aware, the property at 584 Main Street is located in an area of the City of Poughkeepsie zoned Main Street Commercial (C-2A) District.

The project has been reviewed for compliance with the permitted uses and the lot and bulk requirements of the Zoning Ordinance relative to that district, and the following deficiencies have been noted to exist:

1) Section 19-3.23.1(2) does not list residential uses as permitted uses. However, mixed use buildings are permitted, pursuant to the provisions of Section 19-3.23.1(2)(a)(18), which states that:

(i) All lot and bulk requirements for each use are satisfied.

(ii) Separate entrances and exits shall be provided for residential and nonresidential portions of the building.

While (ii) appears to imply that residential uses are allowed by referencing separate entrances, residential uses are not specifically permitted in the district, and there are no lot and bulk requirements provided for residential uses as there generally are in districts where such uses are specifically permitted. Therefore, it would not appear that residential uses are permitted.

2) Section 19-3.23.1(2) does not list offices among the uses permitted in the district;

3) Section 19-3.23.1(4)(c)(1) requires that ten (10) foot front yards be provided: the existing building appears to be set-back one to two feet from the both front property lines (Main Street and Palmer Avenue), and this set-back is proposed to be continued with addition along Palmer Avenue;

4) Section 19-3.23.1(4)(c)(2) requires that side yards of ten (10) feet be provided (please note that relative to corner lots, the Zoning Ordinance mandates that there are two front yards and that one of the other yards be deemed a rear yard and one a side yard): The existing building has a minimal side yard set-back, no matter which yard is so designated, and there will be virtually no side yard at the addition. Additionally, it appears that an encroachment is existing and proposed;

5) Section 19-3.23.1(4)(c)(3) requires that rear yards of twenty (20) feet be provided (please note that relative to corner lots, the Zoning Ordinance mandates that there are two front yards and that one of the other yards be deemed a rear yard and one a side yard): The existing building has a minimal rear yard set-back, no matter which yard is so designated, and there will be virtually no side yard at the addition. Additionally, it appears that an encroachment is existing and proposed;

6) Section 19-3.23.1(4)(c) also provides that where a use in a C-2A District is within 50 feet of an R-1 through R-6 District, a landscaped buffer of a least 20 feet shall be provided along the property line: The property abuts an R-2A Zoning District, and no landscape buffer is proposed;

7) Section 19-3.23.1(4)(d) allows a maximum FAR (Floor Area Ratio) of 2.0: The proposed FAR, based on the information provided, is 3.0;

8) Section 19-3.23.1(4)(e) allows a maximum lot coverage of 60%: the proposed lot coverage is 100%;

9) Section 19-4.3(11) requires that parking be provided as follows: 1 parking space for each 300 square feet of retail use, 1 parking space for each studio unit and 1.5 parking spaces for each 1 bedroom unit: based on the information provided on Sheet A100 (understanding that these numbers may shift as a result of our meeting), the number of spaces required would be 49: No parking is provided on site;

Therefore, the proposal is hereby denied. You may, if you wish, appeal the terms of this denial to the Zoning Board of Appeals, requesting that variances be granted.

Relative to the proposed residential use, you would have three options:

1) File an application to the Zoning Board of Appeals requesting an interpretation as to whether or not residential uses are permitted, inasmuch as they are referenced by Section 19-3.23.1(2)(a)(18);

- 2) File an application to the Zoning Board of Appeals for a use variance to allow residential uses; or
- 3) File a request with the Common Council to amend the Zoning Ordinance to specifically permit residential uses in the C2-A Zoning District.

Relative to any proposed office use (other than accessory to another permitted use), you would have two options:

- 1) File an application to the Zoning Board of Appeals for a use variance to allow offices; or
- 2) File a request with the Common Council to amend the Zoning Ordinance to permit office uses in the C2-A Zoning District.

Please note that if variances are granted, and this is by no means guaranteed, it would then be necessary to obtain Site Plan and Special Permit approval from the Planning Board. Following that review, an application for building permit, plans and specifications by a licensed design professional, would be required. The permit would need to be issued, all work inspected and approved, and a new Certificate of Occupancy issued before the new uses could take place.

Please also note that as the proposal includes new construction, a survey will be required. It appears as though encroachments on to adjoining property exist and are proposed: this issue will also need to be adequately addressed.

Please feel free to contact me if you have any further questions in this regard.

Very truly yours,

Judith Knauss

Deputy Zoning Administrator



Area Variance Form.pdf
87.7kB



Use Variance Application Form.pdf
91.5kB



584 Main Str

500 feet

Printed by:

ParcelAccess

0 125 250 ft



ParcelAccess
Internet
11/29/2020



Dutchess County
New York

Salvation Army The
120 West 14Th St
New York, NY 10011
For Property:13130000616100244479610000

Anthony Spica
3 Blueberry Ln
Putnam Valley, NY 10579
For Property:13130000616100244589670000

Kevin L. Pellon
454 Maple St
Poughkeepsie, NY 12601
For Property:13130000616100244619650000

Eloy Castellanos
17 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244839430000

Seila Holdings LLC
1335 7th St W Apt E-1
Brooklyn, NY 11204
For Property:131300006161002439340000

Saverio Dalia
595 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244589400000

Dolores Proctor
19 Jewett Av
Poughkeepsie, NY 12601
For Property:13130000616100244839280000

Carlos Alarcon
18 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244629530000

Herma M. Baker
16 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244619490000

Jose Benjamin Alarcon
18 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244649560000

558 Main Street LLC
267 Mill St
Poughkeepsie, NY 12601
For Property:13130000616100244009400000

Darrell M. Hayes
14 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244609450000

JDM Hudson Group LLC
PO Box 4755
New Windsor, NY 12553
For Property:13130000616100244839280000

Calvin Cooper
2 Eileen Blvd
Poughkeepsie, NY 12603
For Property:13130000616100244519340000

Rudolf H. Kopecky
13 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244839360000

Seila Holdings LLC
1335 7th St W Apt E1
Brooklyn, NY 11204
For Property:13130000616100244069350000

Salvation Army The
PO Box 9134
Bardonia, NY 10954
For Property:13130000616100244129240000

Michael Cariello
11 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244849320000

JJR Main LLC
585 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244479360000

Saverio Dalia
595 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244589290000

Irving J. Scott, III
10 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244619350000

Saverio Dalia
595 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244619270000

Anthony Pitino
14 College Av
Poughkeepsie, NY 12603
For Property:13130000616100244269240000

A H J P LLC
1 Fountain Brook Ave
Poughkeepsie, NY 12603
For Property:13130000616100244839400000

Hooker 21 LLC
PO Box 55
Thornwood, NY 10594
For Property:13130000616100244399170000

Edgar Rivera
363 Church St
Poughkeepsie, NY 12603
For Property:13130000616100244099040000

Susan Lynn Silkworth
359 Church St
Poughkeepsie, NY 12601
For Property:13130000616100243959080000

Anthony Pitino
14 College Av
Poughkeepsie, NY 12601
For Property:13130000616100244239180000

Walter Mayorga
367 Church St
Poughkeepsie, NY 12601
For Property:13130000616100244169040000

600 Main Street LLC
205 Riverside Ave S
Croton On Hudson, NY 10520
For Property:13130000616100244589070000

RFAKHOURY Inc
8 Todd Hill Rd
Poughkeepsie, NY 12603
For Property:13130000616100244529110000

Poughkeepsie FDS 2195 LLC
106 Foster Ave
Charlotte, NC 28203
For Property:13130000616100244889140000

Robert J. Mahig
PO Box 1031
Wappingers Falls, NY 12590
For Property:13130000616100244199040000

Patricia A. Baumann
361 Church St
Poughkeepsie, NY 12601
For Property:13130000616100244049030000

Susan Lynn Silkworth
359 Church St
Poughkeepsie, NY 12601
For Property:1313000061610024409070000

CSJC Associates LLC
PO Box 1755
Poughkeepsie, NY 12601
For Property:13130000616100244129040000

Sleektech Properties LLC
5814 12th Ave
Brooklyn, NY 11219
For Property:13130000616100243889090000

Irving Scott
10 Jewett Ave
Poughkeepsie, NY 12601
For Property:13130000616100244229040000

City Of Poughkeepsie
PO Box 300
Poughkeepsie, NY 12602
For Property:13130000616100244399040000

Ada A. Perez
381 Church St
Poughkeepsie, NY 12601
For Property:13130000616100244459020000

L & R Properties LLC
632 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244838950000

City of Poughkeepsie
62 Civic Center Plz
Poughkeepsie, NY 12601
For Property:13130000616100244308990000

Giovanna Nesheiwat
167 Grand Ave N
Poughkeepsie, NY 12603
For Property:13130000616100244269010000

Eastman USA Inc
77 Starmill Rd
Fishkill, NY 12524
For Property:13130000616100244558980000

GAGP Inc
618 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244689000000

379 Church Street LLC
6 Bennett Rd
Poughkeepsie, NY 12601
For Property:1313000061610024429000000

Ruben A. Vele
385 Church St
Poughkeepsie, NY 12601
For Property:13130000616100244509010000

Sleektech Properties LLC
5814 12th Ave
Brooklyn, NY 11219
For Property:13130000616100243919040000

Eastman USA Inc
77 Starmill Rd
Fishkill, NY 12524
For Property:13130000616100244588980000

Abdul Real Estate LLC
56 Sutton Park Rd
Poughkeepsie, NY 12603
For Property:13130000616100244289080000

Edward J. Stufano, Jr
10 Chase Dr 48D
Fishkill, NY 12524
For Property:13130000616100244748830000

Saverio Dalia
595 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244698820000

388 Church Street LLC
381 Chestnut Ct
Yorktown Heights, NY 10598
For Property:13130000616100244588830000

Saverio Dalia
595 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244638830000

Redl Real Estate LLC
80 Washington St Ste 100
Poughkeepsie, NY 12601
For Property:13130000616100244749220000

Nicolas Rudner
20 Dean St
Poughkeepsie, NY 12601
For Property:13130000616100244649660000

Kenneth Kari
17 Terranova Dr
Hopewell Junction, NY 12533
For Property:13130000616100244699590000

JJR Main LLC
585 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244389400000

JJR Main LLC
585 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244409510000

Grethel Smith-Bell
39 Marshall St
Poughkeepsie, NY 12601
For Property:13130000616100244069580000

Main White Apartments LLC

Ariel Cordova

Soul Saving Station

11/29/2020

<https://gis.dutchessny.gov/parcelaccess/addListResults.asp>

1397 2nd Ave Ste 170
New York, NY 10021
For Property:13130000616100244049590000

550 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244239460000

4 Pershing Av
Poughkeepsie, NY 12602
For Property:13130000616100244269530000

Anton Ljuljic
565 Main St
Poughkeepsie, NY 12601
For Property:13130000616100244089550000

Osbourne Vale
8 White St N
Poughkeepsie, NY 12601
For Property:13130000616100244049690000

Pandemonium Realty LLC
31188 Route 9W
New Windsor, NY 12553
For Property:13130000616100244279630000

Kahana & Co LLC
70 Red School House Rd
Chestnut Ridge, NY 10977
For Property:13130000616100243879300000

James H. Johnson
19 White St S
Poughkeepsie, NY 12601
For Property:13130000616100243869190000

Blue House Assn Inc
13 S White St
Poughkeepsie, NY 12601
For Property:13130000616100243879240000

Kevon Richards
354 Church St
Poughkeepsie, NY 12601
For Property:13130000616100243998850000

City Of Poughkeepsie
15 College Ave
Poughkeepsie, NY 12601
For Property:13130000616100324258730000

Ivan Carrera
356 Church St
Poughkeepsie, NY 12601
For Property:13130000616100244038850000

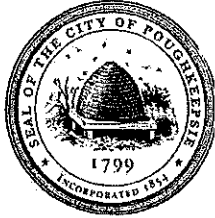
Melvin Varughese
21 Winter Park Dr N
Hopewell Junction, NY 12533
For Property:13130000616100244148850000

Shane Bartholomew
70 Whittier Blvd
Poughkeepsie, NY 12603
For Property:13130000616100244118850000

Michael Conrad Brophy
25 Wilbur Blvd
Poughkeepsie, NY 12603
For Property:13130000616100324488690000

Avraham Yedidya
94 Shelter St
Rochester, NY 14611
For Property:13130000616100244078850000

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[Download or Open CSV file.](#)



**THE CITY OF POUGHKEEPSIE
NEW YORK
PLANNING & ZONING
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4055 Fax: (845) 451-4006**

MEMORANDUM OF TRANSMITTAL

To: Common Council
From: Natalie Quinn, Director of Planning
Date: January 11, 2021
Re: Rezoning Application for 584 Main Street

The property at 584 Main Street is currently zoned as Main Street Commercial (C-2A). The applicants, Mark Lehman and Wulf Lueckerath, request that the zoning code be amended to allow for professional office and multifamily residential to be developed on site. The C-2A district currently does not permit either use, whether standalone or mixed within a single structure.

Based on the applicant's request, there are two options the Common Council may consider. The Council may choose to investigate the possibility of a map change to rezone the single parcel in question to another zoning designation. Alternatively, the Common Council may choose to pursue a text amendment to add the proposed two uses as permitted uses within the C-2A district. It is the opinion of planning staff that a text amendment would avoid potential accusations of spot zoning by looking more holistically at the district, not just the single parcel, and would result in a more strategic and long term solution. Thus, the following analysis investigates the preferred option of a text amendment, but an investigation of other potentially appropriate zoning designations can be carried out upon request of the Common Council.

LOCATION COMPATIBILITY

The property at 584 Main Street is located in the only Main Street Commercial (C-2A) district within the city. The C-2A district is located on the central-eastern portion of the city, and it governs properties on either side of Main Street from mid-block between White Street and Pershing Avenue to the eastern boundary of the city. As illustrated in the map below, the properties bordering the proposed site to the north, east and west are zoned similarly as Main Street Commercial (C-2A). Properties to the south are zoned as Central Low Density Residential (R-2A).

Figure 1



Planning staff examined existing uses within the C-2A district to determine if the proposed multi-family residential and office uses are compatible with the existing character of the district. There are currently 53 parcels within the existing C-2A district. Nine (9) parcels contain residential uses ranging from two-family residential homes to multi-family residential buildings. Ten (10) parcels contain mixed-use buildings with commercial uses on the ground floor and residential uses on the second and third floors. Twenty-seven (27) parcels contain commercial uses, including banks, grocery stores, restaurants, fast food establishments, and cleaners, with ten parcels containing commercial businesses catering to automobiles, such as repair shops, rental facilities, and car washes. The remaining seven (7) parcels within the C-2A district include community services, such as places of worship and the Salvation Army, and vacant structures. It should be noted that a number of the ground floor commercial spaces in the mixed use buildings noted above may also be vacant. In summary, a number of pre-existing non-conforming residential units already exist within the district, and one office space exists within a mixed-use building.

Planning staff also examined permitted uses within the surrounding districts to determine if the proposed additions to the C-2A district would be incompatible with neighboring properties. Examining the C-2A district in its entirety, the district is abutted by Medium High-Density Residential (R-4) on a majority of its northern and southern boundaries. Smaller portions of the district are abutted by General Commercial (C-3), Neighborhood Commercial (C-1), Central Medium-Density Residential (R-3A), and Central Low-Density Residential (R-2A) on the western end of the district.

The predominately abutting R-4 district permits multi-family residential to be developed in standalone buildings, but the R-3A district only permits multi-family of up to four units to be developed in existing structures. The R-3A and R-2A districts also permit single-family and two-family residential construction. The abutting commercial districts, C-3 and C-1, both permit residential as a means of preserving existing buildings.

The abutting R-4 and C-1 districts do permit professional or business offices with certain requirements. The R-4 district permits offices as part of a multifamily dwelling, subject to specific requirements regarding the size and location of the office space on the first floor. The C-1 district permits offices in standalone buildings, but those uses must be 8,000 SF or less and serve the needs of the immediate neighborhood. Professional and business offices are not a permitted use in the abutting C-3, R-3A, or R-2A districts.

INTENT AND OBJECTIVES OF THE PROPOSED REZONE DISTRICT

The stated purpose of the C-2A Zoning District is to “provide for a wide range of commercial uses which would normally be located on roadways that experience high traffic volumes and that are located adjacent to or in close proximity to residential uses.”¹ In the nearby C-1, C-2, and C-3 commercial zoning districts, residential uses are allowed by special permit in existing structures, while the C-2 district also allows for new multi-family construction. Furthermore, Section 19-3.21 contains a statement of intent for all commercial districts, which claims the intent “to provide for residential development, particularly small units, in appropriate locations within central and neighborhood commercial areas as a means of making existing structures viable, providing built-in support for businesses and providing additional housing supply.”²

COMPREHENSIVE PLAN

The proposed parcel is included within the Main Street Economic Development Area within the City’s 1998 Comprehensive Plan. The Upper Main Street section, Clinton Street to Grand Avenue, is identified as one of the three target areas along Main Street. With regards to potential uses and strategies for this portion of the Main Street, the Comprehensive Plan is relatively silent on uses, and instead focuses on the need for a building analysis and code enforcement to reduce the number of vacant and potentially dangerous structures on the 500 block. The Comprehensive Plan also recommends “streetscape improvements to complement that found on the 200 and 300 blocks and a façade improvement program” (Section 5.0, Page 5-10).

ANALYSIS & CONCLUSION

It is the opinion of the Planning Department that the addition of residential uses to the C-2A district would not negatively impact the surrounding neighborhood, and would be in line with the city’s Comprehensive Plan. It is the opinion of the Planning Department that residential should be added as a special permit use, with the following language:

¹ <https://ecode360.com/27016514>

² <https://ecode360.com/27016311>

- Multiple dwellings in new structures at urban density (R-6), provided that the first floor is devoted to commercial use; and further provided that the usable open space requirements of Section 19-3.15(4)(i) are satisfied.
- As a means of preserving existing sound buildings, especially historically or architecturally significant structures, as well as to encourage population in the central business area and provide an additional housing resource, conversion of existing buildings that do not meet minimum lot size requirements to residential use or additional residential units, provided that:
 - (i) A building is in existence on the effective date of this Chapter.
 - (ii) All Main Street-facing ground floor uses shall be limited to nonresidential uses.
 - (iii) No dwelling unit shall contain more than two bedrooms.
 - (iv) The minimum floor area of a dwelling unit not containing a separate bedroom shall be 400 square feet.
 - (v) The minimum floor area of a one-bedroom dwelling unit shall be 600 square feet.
 - (vi) The minimum floor area of a two-bedroom dwelling unit shall be 750 square feet.
 - (vii) Off-street parking space shall be provided in accordance with the requirements of Section 19-4.3 of this chapter, and such space shall be located within 600 feet of the premises.

Furthermore, it is the opinion of the Planning Department that the addition of professional or business office uses to the C-2A district would not negatively impact the surrounding neighborhood, and would be in line with the city's Comprehensive Plan as a means of "reduc[ing]" the number of vacant and potentially dangerous structures" within the district. Professional and business offices are a permitted use in the C-1 district immediately west of the C-2A district, and there is one existing professional office use within the C-2A district. It is the opinion of the Planning Department that office should be added as a special permit use, with the following language:

- Business, professional or governmental offices.

O-R-D-I-N-A-N-C-E
(O-X-X)

**ORDINANCE AMENDING CHAPTER 19, SECTION 19-3.23.1 OF THE CITY OF
POUGHKEEPSIE CODE OF ORDINANCES ENTITLED "Main Street Commercial (C-2A)"**

INTRODUCED BY COUNCILMEMBER CHERRY:

BE IT ORDAINED, by the Common Council of the City of Poughkeepsie, as follows:

SECTION 1: Section 19-3.23.1 of the Code of Ordinances of the City of Poughkeepsie is hereby amended by the following additions so as to read in pertinent part as follows:

Section 19-3.23.1 Main Street Commercial (C-2A).

[Ord. of 2-21-1989, § 1; Ord. of 5-6-1991, § 3]

(1) *Purpose of district.* The purpose of this district is to provide for a wide range of commercial uses which would normally be located on roadways that experience high traffic volumes and that are located adjacent to or in close proximity to residential uses.

(2) *Permitted uses.* No building or premises shall be used, in whole or in part for any purpose except those listed below:

(a) Uses permitted by right:

1. Retail stores and service businesses.
2. Wholesale businesses, warehouses and building material sales, provided that all storage is fully enclosed by a permanent structure, but excluding storage of coal, coke, fuel oil or junk.
3. Building, plumbing and electrical contractors.
4. Cold storage plant, beverage distributor, baking and other food processing plant that is not offensive, obnoxious or detrimental to neighboring uses by reason of dust, smoke, vibration, noise, odor or effluent.
5. Motor vehicle sales, including the sale of recreation vehicles and trailers and boat sales, with accessory repair facilities, subject to the following requirements:
 - (i) Sale of used vehicles or boats shall be conducted only as accessory to the sale of new vehicles or boats.
 - (ii) Outdoor area lighting shall be that generally required for security purposes.
 - (iii) Entrance and exit driveways shall have an unrestricted width of not less than 12 feet (one-way), shall not be located closer than 10 feet to any property line and shall be so laid out as to avoid the necessity of any vehicle backing out into any public right-of-way.
 - (iv) Vehicle lifts or pits, dismantled vehicles and all parts and supplies shall be located within a building enclosed on all sides.
 - (v) All service or repair of motor vehicles shall be conducted in a building enclosed on all sides. This requirement shall not be construed to mean that the doors to any repair shop must be kept closed at all times.
 - (vi) Gasoline or flammable oils in bulk shall be stored fully underground, not nearer than 10 feet to any lot line.

(vii) No commercial sale of gasoline shall be permitted, nor shall any pump be located in a front or side yard.

6. Standard restaurants.
7. Dry-cleaning establishments.
8. Funeral parlors.
9. Retail sale and accessory storage and display of garden materials, supplies and plants, including nursery operations, provided that the outdoor storage or display of plants and material does not obstruct pedestrian flow or vehicular traffic and does not occur within three feet of a property line.
10. Municipal parks and recreational facilities, including refreshment and service buildings accessory thereto and any other governmental uses and structures of the City of Poughkeepsie, the County of Dutchess or the state or federal governments or agencies thereof.
11. Public utility installations.
12. Places of worship.
13. Printing plants.
14. Taxi station.
15. Auto rental.
16. Radio, television and recording studio.
17. Arts and crafts studios or studios for teaching the performing arts.
18. Buildings with mixed uses, subject to the following requirements:
 - (i) All lot and bulk requirements for each use are satisfied.
 - (ii) Separate entrances and exits shall be provided for residential and nonresidential portions of the building.

(b) Uses, subject to issuance of special permit by the Planning Board in accordance with Section 19-6.2 of this Chapter.

1. Research and development uses, provided that any manufacturing shall be limited to prototypes and products for testing.
2. Institutions for higher learning, business, vocational and training schools, including colleges, universities, junior colleges, business, banking, business management, secretarial and office service schools, computer and data processing schools, art and drafting schools, barber, beauty and cosmetology schools, commercial or noncommercial food preparation schools, photography schools, schools for training in the martial arts, dancing, gymnastics and music, schools for fashion design; under the following conditions:
 - (i) The curriculum shall satisfy the requirements of the New York State Department of Education.
 - (ii) No accommodations for resident students shall be permitted.
 - (iii) No music or noise shall be audible in any R-1 through R-6 District.
3. Motor vehicle service stations or gasoline pumps as part of another use, provided that:
 - (i) No traffic hazard affecting the public safety will be present.
 - (ii) No sale of gasoline shall be permitted to be established on any lot within a distance of 500 feet of an existing gasoline or filling station or of any lot for which a building permit has been issued for the erection of such a station or any use which includes gasoline pumps.
 - (iii) No such establishment shall be within a distance of 200 feet of any school, public or private; religious institution, hospital, library, park, nursing home, extended care facility

or any similar institution or other place of public assembly; said distance to be measured in a straight line along or across a street between the nearest points of each of the lots or premises, regardless of the district where either premises is located.

(iv) No such establishment shall be within a distance of 30 feet of any R-1 through R-6, O-R or PRD District or a property on or eligible for a federal, state or local historic register.

(v) Entrance and exit driveways shall have an unrestricted width of not less than 12 feet (one-way), nor more than 24 feet (two-ways); shall not be located nearer than 10 feet to any lot line; and shall be so laid out as to avoid the necessity of any vehicle backing into any public right-of-way.

(vi) Vehicle lifts or pits, dismantled automobiles, all parts or supplies, goods, equipment, materials, refuse, garbage or debris shall be located within a building enclosed on all sides.

(vii) All service or repair of motor vehicles shall be conducted in a building enclosed on all sides. The requirement shall not be construed to mean that the doors to any repair shop must be kept closed at all times.

(viii) Gasoline or flammable oils in bulk shall be stored fully underground, not nearer than 10 feet to any other lot line and the top of the tank shall be not less than two feet below the surface of the ground.

(ix) Gasoline pumps or lubricating or other devices shall be located not nearer than 20 feet from any street or other lot line.

4. Membership clubs catering exclusively to members and their guests and private playgrounds, swimming pools, tennis courts and recreational buildings, except the following are prohibited:

(i) Exterior lighting other than that which is essential for the safety of users of the premises.

(ii) Location of any part of the building nearer than 30 feet to any street or property line unless the property adjoins a nonresidential district in which case the yard requirements of that district shall apply.

5. Fast-food restaurants, provided that eating on the premises of the fast-food restaurant shall be permitted only inside the structure or in areas specifically designated and properly maintained outside of the structure, and provided that the premises is not adjacent to or abutting a property on or eligible for a federal, state or local historic register.

6. Off-street parking, as the principal use of a lot, subject to the following requirements:

(i) The parking facility shall be designed and maintained in accordance with provisions of Section 19-4.3 of this Chapter entitled "Off-street parking and loading."

(ii) Said facility shall be utilized solely for parking registered and operable motor vehicles.

(iii) The lot and bulk requirements of this section do not pertain to any paved or resurfaced parking area; however, if a building or structure is proposed to be erected on the lot, said structure must conform to the lot and bulk requirements herein.

7. Mini-marts, subject to the following requirements:

(i) Mini-marts shall not exceed 400 square feet in improved interior floor area, including but not limited to areas devoted to sales, coolers, storage of goods sold in the mini-mart, office space and any other facilities related to the operation of the mini-mart.

(ii) Drive-up windows shall not be permitted.

(iii) Arcade, game machines or any other coin-operated electronic games are prohibited.

- (iv) At least two trash receptacles shall be located next to the walkway for customer use.
- (v) An enclosed dumpster area shall be provided.
- (vi) Special consideration will be given to the impact of noise, litter, lighting and traffic on adjacent properties.
- (vii) Off-street parking shall be provided at a rate of one space for each 300 square feet of gross floor area. Said parking spaces shall be in addition to those required for the service station.
- (viii) The sale of alcoholic beverages is prohibited.
- (ix) The physical boundaries of the mini-mart must be clearly delineated on the site plan.

8. Multiple dwellings in new structures at urban density (R-6), provided that the first floor is devoted to commercial use; and further provided that the usable open space requirements of Section 19-3.15(4)(i) are satisfied.

9. As a means of preserving existing sound buildings, especially historically or architecturally significant structures, as well as to encourage population in the central business area and provide an additional housing resource, conversion of existing buildings that do not meet minimum lot size requirements to residential use or additional residential units, provided that:

- (i) A building is in existence on the effective date of this Chapter.**
- (ii) All Main Street-facing ground floor uses shall be limited to nonresidential uses.**
- (iii) No dwelling unit shall contain more than two bedrooms.**
- (iv) The minimum floor area of a dwelling unit not containing a separate bedroom shall be 400 square feet.**
- (v) The minimum floor area of a one-bedroom dwelling unit shall be 600 square feet.**
- (vi) The minimum floor area of a two-bedroom dwelling unit shall be 750 square feet.**
- (vii) Off-street parking space shall be provided in accordance with the requirements of Section 19-4.3 of this chapter, and such space shall be located within 600 feet of the premises.**

10. Business, professional or governmental offices.

(3) Accessory uses. Accessory uses shall be as follows:

- (a)** Off-street parking.
- (b)** Buildings for housing pets; playhouses.
- (c)** Garden houses, greenhouses.
- (d)** Signs, subject to the requirement of Section 19-4.9 of this Chapter.
- (e)** Swimming pool and/or tennis court and related recreational facilities, subject to the requirements of Sections 19-4.7 and/or 19-4.9 of this chapter.
- (f)** Fully enclosed storage.
- (g)** Cafeteria and recreational facility for employees or clientele.

(4) Lot and bulk requirements. Lot and bulk requirements shall be as follows:

- (a)** Minimum lot area required: none.
- (b)** Minimum required frontage: 40 feet.
- (c)** Minimum required yards:
 - 1. Front: 10 feet.
 - 2. Side: 10 feet.

3. Rear: 20 feet.

Except as otherwise specified, where a use in a C-2A District is within 50 feet of an R-1 through R-6 District or property on or eligible for a federal, state or local historic register, a landscaped buffer of at least 20 feet shall be provided along the property line.

(d) Maximum FAR: 2.0.

(e) Maximum lot coverage: 60%.

(5) *Parking and loading.* Off-street parking and loading spaces shall be provided in accordance with Section 19-4.3 of this chapter.

(6) *Landscaping and screening.* Landscaping and screening shall be provided, subject to the requirements of Section 19-4.11 of this chapter.

SECTION 2: This Ordinance shall take effect immediately.

SECONDED BY COUNCILMEMBER _____

Submitted to Council: Council Action: Roll call vote taken: Yes_____ No_____ Ayes Nays Abstain Absent Approved by Mayor on _____ Mayor's Signature _____	I hereby certify the foregoing to be a true and correct copy of a Ordinance duly adopted at a regular meeting of the Common Council held _____ _____ City Chamberlain
---	---

Quinn, Natalie

From: Quinn, Natalie
Sent: Monday, December 28, 2020 12:12 PM
To: Salem, Sarah A.; Cherry, Natasha
Cc: Hesse, Paul; Ackermann, Paul; Knauss, Judith; Flynn, Deanne
Subject: Application for Rezoning - 584 Main Street
Attachments: 1 584 Main Street Applicaiton for Rezoning.pdf; 584 Main Renderings, floorplans, Hudson River Housing Support letter.pdf

Dear Chair Salem and Councilwoman Cherry,

I am writing to inform you that the Planning Department has received an application for rezoning in relation to the above referenced parcel. I have attached some of the application materials but not all as the complete file is too large to send via email.

As we have done in the past, the Planning Department will review the application materials and compile a staff analysis. Once the application is reviewed for completeness and the staff analysis is complete, we will forward all materials to you both, as Council Chair and Councilperson for the Ward in which this parcel exists.

I will be back in the office full time on January 4th and expect to have these materials to you soon after.

Please let me know if you have any questions.

Regards,
Natalie

--

Natalie Quinn
Planning Director
City of Poughkeepsie
62 Civic Center Plaza, 2nd Floor
Poughkeepsie, NY 12601
Phone: (845) 451-4047 Fax: (845) 451-4006

**ORDINANCE AMENDING §13-175 OF THE
CITY OF POUGHKEEPSIE CODE OF ORDINANCES
ENTITLED "STOP SIGNS; LOCATIONS DESIGNATED"
(O-21-XX)**

INTRODUCED BY COUNCILMEMBER FLOWERS:

BE IT ORDAINED, by the Common Council of the City of Poughkeepsie, as follows:

SECTION 1: Section 13-175 of the City of Poughkeepsie Code of Ordinances entitled "Stop Signs; Locations Designated" is amended by the **ADDITION** of the following language:

On Hudson Avenue, both directions, at its intersection with Howard Street.

SECTION 2: This Ordinance shall take effect immediately upon adoption.

SECONDED BY COUNCILMEMBER _____ .

BOLD and UNDERLINING INDICATE ADDITION
BRACKETS [] AND STRIKETHROUGH INDICATE DELETION



**THE CITY OF POUGHKEEPSIE
NEW YORK
SPECIAL COMMON COUNCIL
MEETING MINUTES**

Thursday, December 17, 2020 7:00 pm

City Hall

Chair Salem called the meeting to order at 7:03 p.m.

I. PLEDGE OF ALLIANCE:

II. ROLL CALL: 8 Present 1 Absent (Councilmember L. Johnson)

III. READING OF ITEMS by the City Chamberlain of any resolutions not listed on the printed agenda.

NONE

II. MOTIONS AND RESOLUTIONS:

- 1. A motion was made by Councilmember Brannen and seconded by Councilmember Flowers to receive and print.**

**RESOLUTION
(R20-95)**

INTRODUCED BY CHAIR SALEM, VICE CHAIR BRANNEN, MAJORITY LEADER LORRAINE JOHNSON, MINORITY LEADER FLOWERS, COUNCILMEMBERS MENIST, CHERRY, FLOWERS, RANDALL JOHNSON, AND MATTHEW MCNAMARA:

WHEREAS, pursuant to the Administrative Code of the City of Poughkeepsie, estimates of budget requirements for the year 2021 have been certified to the Mayor, City Administrator and the Commissioner of Finance by the various departments, officers, agencies and boards of the City of Poughkeepsie, and

WHEREAS, the Mayor with the help of the City Administrator and the Commissioner of Finance did review the aforementioned estimates with the various departments, officers, agencies and boards, and

WHEREAS, the Mayor did prepare a proposed budget for the year 2021 based on these aforementioned reviews, which proposed budget with the Mayor's budget message was submitted to the Common Council on October 15, 2020; and

WHEREAS, subsequent to a notice of public hearing being published in the official newspaper in compliance with provisions of the City Administrative Code, a public hearing was duly held on December 7, 2020; and

NOW, THEREFORE, BE IT

RESOLVED, that the 2021 preliminary budget amended by the changes set forth on the annexed Schedule A be and hereby is adopted and declared to be the budget of the City of Poughkeepsie for the year 2021, and be it further

RESOLVED, that the amounts of said budget appropriations, estimated revenues, and contributions from fund balances, be and are hereby appropriated as therein specified in accordance with the provision of the Charter and Administrative Code of the City of Poughkeepsie and General and Special laws of the State of New York applicable to said City, and be it further

RESOLVED, that the aforementioned general ad valorem taxes required to be raised for such budget purposes would need a homestead tax rate of \$12.52 per one thousand dollars and a non-homestead tax rate of \$16.44 of assessed valuation upon all taxable property of the City of Poughkeepsie according to the valuation of the assessment roll for the current year, and be it further

RESOLVED, that the required water rate for taxable and nontaxable properties is established at \$4.70 per 100 cubic feet, and be it further

RESOLVED, that the required sewer rate for taxable and nontaxable properties is established at \$4.20 per 100 cubic feet, and be it further

RESOLVED, that pursuant to Local Law 3 of 2012 the required sanitation rate for eligible taxable and nontaxable parcels is established as follows:

Single family residence: \$120.00 a quarter

Two family residence: \$237.50 a quarter

Three family residence: \$375.00 a quarter

4 yard dumpster \$671.88 a quarter

6 yard dumpster \$931.25 a quarter

8 yard dumpster \$1234.38 a quarter

Mixed-use property: \$234.38 a quarter

RESOLVED, in accordance with the Charter and Administrative Code of the City of Poughkeepsie and on or before the date therein specified, a warrant shall be issued to the Commissioner of Finance as City Treasurer, to collect such taxes in accordance with the provisions of the Charter and

Special Common Council Meeting Minutes of Thursday, December 17, 2020

Administrative Code of the City of Poughkeepsie applicable thereto, with penalties and interest therein provided.

SECONDED BY COUNCILMEMBER BRANNEN

SCHEDULE "A"

2019 Budget Amendments

GENERAL FUND

GL Account	Description	Mayor's Preliminary	Common Council Amendment	Increase	Decrease
01-07-1420-7460	Contracted Services other	\$100,000.00	\$50,000.00		-\$50,000.00
01-20-1900-7498	Contingency	\$400,000.00	\$350,000.00		-\$50,000.00
01-01-1010-7469	Contracted Services- Other	\$129,850.00	\$229,850.00	\$100,000.00	

Special Common Council Meeting Minutes of Thursday, December 17, 2020

R20-95						
			Yes/Aye	No/Nay	Abstain	Absent
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☐	☐	☐	☒
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

IV. ADJOURNMENT:

A motion was made by Councilmember Brannen and Councilmember Flowers to adjourn the meeting at 7:19 p.m.

Dated: January 5, 2021

I hereby certify that this true and correct copy of the Minutes of the Special Common Council Meeting held on December 17, 2020

Respectfully submitted,

Deanne L. Flynn
City Chamberlain



**THE CITY OF POUGHKEEPSIE
NEW YORK
COMMON COUNCIL MEETING
MINUTES**

Monday, December 21, 2020 6:30 p.m.

City Hall

The Council Meeting was conducted using videoconferencing, as permitted by the NYS Open Meetings Law.

Welcome to the regularly scheduled meeting of the City of Poughkeepsie Common Council the date is Monday, December 21, 2020, and the time is 6:30 pm.

Effective immediately and based upon notices and health advisories issued by Federal, State, and Local officials related to the Coronavirus, the City of Poughkeepsie Common Council will not hold in-person meetings. Until further notice, all future City Council meetings (including public hearings) will be held via videoconferencing, as permitted by the NYS Open Meetings Law.

Due to public health and safety concerns, the public will not be permitted to attend at the remote locations where the City Council members will be situated. The public, however, will be able to fully observe the video conference meeting by using the registration link that was posted with our meeting notice and the meeting will be available for viewing at a later date and available on our website.

I'd like to acknowledge that we are gathered, wherever we are, on the traditional territory of the Lenape people and this territory was a critical resting place along a popular trade route for people of the Lenape Nation and other cultures as is evidenced in the earliest derivation of the name 'Poughkeepsie' with an indigenous string of words, U-puku-ipi-sing, that, when translated, means 'reed-covered lodge by the little water place' or resting place.

Let's all recite the pledge of allegiance.

I. PLEDGE OF ALLEGIANCE:

ROLL CALL- 8 Present 1 Absent (Councilmember McNamara)

II. REVIEW OF MINUTES:

Official Minutes of the Common Council Meeting of December 21, 2020

CCM Minutes 11-16-2020						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

III. READING OF ITEMS by the City Chamberlain of any resolutions not listed on the printed agenda.

NONE

IV. PUBLIC PARTICIPATION: Three (3) minutes per person up to 45 minutes of public comment on any agenda and non-agenda items.

1. Rose Graziano-Moffett
2. Anotnia
3. Bill Rubin-18 Eagle Lane
4. Laurie Sandow-South Grand

Tonight, in keeping with Council Chair Salem's contempt for the public, and constant lawless and opaque behavior—something which is equally supported and perpetrated by the silence, collusion and cooperation of all remaining council members—we are looking at yet another law-breaking agenda. Specifically, tonight, I refer to the Motion concerning the PBA [Police Benevolent Association] contract.

Additionally, separate from the PBA contract, I—as well as many others—posted my own comments opposing the Police Department's use of military surplus as "Santa's sleigh". The entire PBA thread—both pro and con, regarding the use of the MRAP [Mine-Resistant Ambush Protected] vehicle, developed for battlefield protection against improvised explosive devices—is no longer available to the public; it was deleted from the PBA's Facebook page. I remain unalterably opposed to the MRAP's use in anything other than emergency situations. In the deleted thread I suggested that, rather than on Christmas, it might be appropriate to display the vehicle at something like a First Responders or Essential Workers Day.

But returning to the Chair's and the Council's lawbreaking tonight, Common Council Rule 15.e [Rule XV.e], requires that (and I quote):

"The legislation described below shall be read and laid over until the next meeting of the Common Council. This rule shall apply to: "(e) Resolutions appropriating money, amending the budget, or approving the execution of contracts, unless consent for its immediate adoption is approved by the Finance Committee or by majority vote of the Common Council."

Why is it that a member of the public has to read the Council its own rules?

Why? Because tonight's lawbreaking is not new, but instead a repeat performance. Council Chair Sarah Salem, the exclusive arbiter of what appears or doesn't appear on Common Council agendas, broke the same Rule 15.e. at the last meeting, with an 11th hour agenda surprise appropriating \$35,000 of taxpayer money, giving the Chair sole power to hire outside consultants to review the City's proposed draft budget for 2021.

Council Rules IV Pt.4 & Pt.5 have been similarly violated by Chair Salem, deleting the Mayor's comments from the Council agenda, as well as three meeting's worth of public comments. Salem violates rules with impunity. The City Charter mandates twice annual Informational Meetings, yet Salem has violated that mandate. Councilmembers violate Freedom of Information Law (FOIL) all the time. In violation of law, several Councilmembers block access and/or block comment to their Facebook pages and other social media. Nearly every Councilmember has a track record of non-responsiveness and/or flat-out lies in response to Freedom of Information requests. Sarah Salem, for example, recently fraudulently claimed the existence of a document. When asked to produce the non-existent document, Salem claimed its contents were protected. Salem continues the cover-up by refusing to release it even to the City's FOIL appeals officer. Agenda items are constantly added and deleted without notice, or without adequate description and documentation, as is the case tonight with Councilmember Lorraine Johnson's communication regarding an unidentified parking lot. The Milton Street project will go through tonight, despite Councilmembers Salem, Brannen and Menist undermining the protection of the Fallkill that would have been in place if their self-created LWRP committee [Local Waterfront Revitalization Program] was not stalling waterfront revitalization. That self-created Council LWRP operates in secrecy, effectively hindering and undermining the work of the city's duly constituted Waterfront Advisory Committee.

In this City, the reality is that decisions on every level are made behind closed doors, and by breaking laws under cover of darkness and cover of pandemic. With only three minutes to speak every two weeks, there is little that the public can address, and the Council's own track record is that they are desperate to make commenting so frustrating and futile that residents will finally walk away and cease attempts to remain informed and engaged in the life and welfare of this city.

5. **Brian Robinson**
6. **Anita Cillio**
7. **Kris Tal**
8. **Eddie Rizzo**

V. CHAIRPERSON'S COMMENTS AND PRESENTATIONS:

We passed a budget! Unanimously, under the tax cap and one that maintains all essential services. Again, I want to thank the Mayor, City Administrator, Commissioner of Finance, and all city Department Heads for their work to deliver this budget to us for our review on time. This budgetary year presents unique issues with historic deficits forecasted due to the travesty wrought by the Coronavirus pandemic and so our review requires an even more thorough lens. With that, and even through the passage of our budget- prior to the year's end-, we are in contract with Capital Market Advisors Strategic Consulting Group to conduct a budget analysis and review. Their analysis will provide us with needed insight into ways we can, if needed, make adjustments throughout the year as our fiscal outlook unfolds and we are able to gather more information as to whether or not we will see federal aid. Although it seems a federal stimulus

Official Minutes of the Common Council Meeting of December 21, 2020

package will pass by tomorrow- it's still not clear how much money will be going to localities, though there is money in that package for cities. We will see, and we are ready to adapt as needed.

I want to thank the Department of Public works for their storm response and snow removal from sidewalks and the streets- I know the work isn't done but I appreciate the ongoing efforts to ensure motorists and pedestrians are able to navigate the streets.

Coronavirus cases are continuing to rise at an alarming rate here in Dutchess County. Remember to wear a mask, don't gather in enclosed spaces with more than 10 people, and use extra caution in public areas. It takes all of us to stop the spread. As a reminder, Coronavirus resources, contact tracing, and testing are available on cityofpoughkeepsie.com as well as resources to help with other issues relating to financial hardship resulting in difficulty getting food, maintaining housing, and keeping up with your bills.

Happy Holidays to those of you who have just celebrated Hanukah, the Winter Solstice is today, Christmas this Friday, Kwanza and boxing day on Saturday, and the NEW YEAR on the way. I hope everyone is able to find joy and peace in the season.

VI. REPORTS OF COMMITTEES AND BOARDS:

VIII. MOTIONS AND RESOLUTIONS:

1. A motion was made by Councilmember Brannen and seconded by Councilmember Cherry to receive and print.

**RESOLUTION
(R20-92)**

INTRODUCED BY COUNCILMEMBER PETSA AND CHAIR SALEM

WHEREAS, in accordance with Section 5.02 of the Charter of the City of Poughkeepsie, the Mayor has presented the 2021-2025 Capital Projects Program to the Common Council; and

WHEREAS, the Common Council held its public hearing concerning the 2021-2025 Capital Projects Program on November 16, 2020; and

WHEREAS, the Capital Projects Program is considered a planning document for the City's anticipated Capital Projects needs for the ensuing five-year period, and as such, the Program may be amended from time to time before a particular Capital Project is implemented and final project approval will be made as sources of funds are identified; and

WHEREAS, the Common Council of the City of Poughkeepsie has determined that this resolution constitutes a Type II action as defined by the New York State Environmental Quality Review Act and 6 NYCRR Part 617,

NOW, THEREFORE,

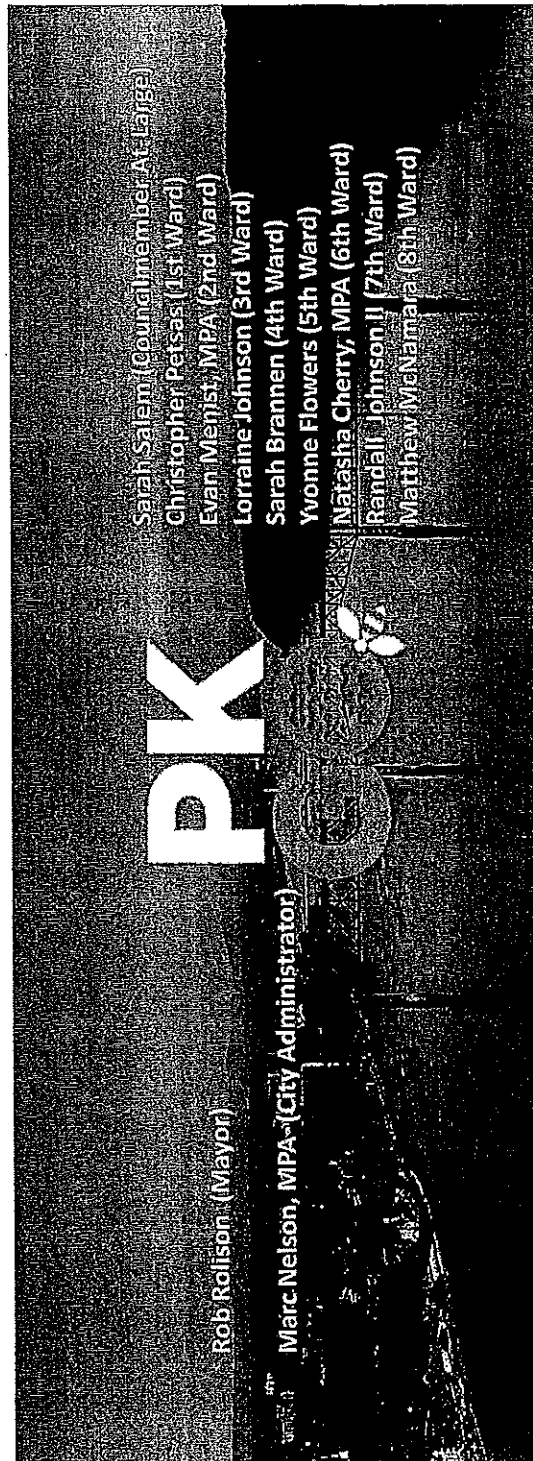
BE IT RESOLVED, that the 2021-2025 Capital Projects Program budget annexed hereto is hereby approved by the Common Council subject to such amendments as may be deemed necessary and/or advisable, and also subject to such further approvals as may be required by law.

SECONDED BY COUNCILMEMBER BRANNEN

2021-2025 Capital Improvement Plan

Submitted: September 10, 2020

BRIAN MARTINEZ, PhD
COMMISSIONER OF FINANCE



CITY OF POUGHKEEPSIE FINANCE DEPARTMENT
62 CIVIC CENTER PLAZA
POUGHKEEPSIE, NEW YORK 12601

2021-2025 Capital Improvement Plan

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CITY OF POUGHKEEPSIE FINANCE DEPARTMENT
62 CIVIC CENTER PLAZA
POUGHKEEPSIE, NEW YORK 12601

Introduction

Note: As a result of the Coronavirus Pandemic and related staffing challenges, this year's proposed Capital Plan is being submitted to the Common Council on September 11th, rather than by July 1st as normal. This delay will obviously impact the Council's timeline for adoption. The rapidly evolving fiscal challenges caused by the pandemic will impact the city's strategic planning for the foreseeable future. The Administration has been hopeful that additional rounds of federal stimulus and/or federal infrastructure funding streams would have doubt and uncertainty around what role the Federal Government will take to further mitigate the fiscal impact of the pandemic.

This Capital Improvement Plan (CIP) defines projects and initiatives for the five-year period 2021-2025. A CIP is a blueprint for planning a community's capital expenditures. This year's capital plan reflects the need for an abrupt and intentional turn towards fiscal prudence amidst austere factors. The current fiscal and economic climate warrants caution due to extraordinary uncertainty caused by the COVID pandemic and recessionary environment. Underfunding in the New York state budget is likely to negatively impact all NY municipalities in 2021 and out years. Therefore, the City is likely to suffer losses in Aid to Municipalities (AidM) at least the next couple of years due to falling state tax revenues. Locally, other revenue sources are expected to continue to decrease in 2021 and may rebound slowly.

The storied history of the city should call our attention to aging infrastructure. The plan demonstrates bright spots where important infrastructure projects are fully funded, while at the same time highlighting critical items that are not currently funded. In other words, the plan is as much about what we should do that is not currently achievable due to fiscal constraints, as it is about the work in progress this year and next.

As shown in the analysis below, a growing backlog of deferred maintenance traces to bleaker times in the city's fortunes. Strides were made in recent years to address the maintenance backlog. However, this growing body of unfunded work requires our continued due diligence amidst financial stress, as a maintenance backlog puts at risk critical services for the citizens of Poughkeepsie. The goals of a typical capital improvement plan echo the necessity and importance of deliberate planning.

Capital improvement plans typically include infrastructure requirements and the acquisition of large or specialized equipment. CIPs help to coordinate community planning, financial capacity and physical development. Funded projects are defined by known financial resources. Unfunded projects are listed to acknowledge gaps and indicate aspirational financial goals. All projects in this CIP are shown with best estimates. Continued development of this CIP will benefit from effective leadership and the involvement and cooperation of city departments, elected officials, public and private sector partners, and citizen engagement.

Capital planning goals:

- Coordinate capital needs with operating budgets to avoid sudden changes in debt service requirements by identifying the most economical means of financing capital projects.
- Increase opportunities for obtaining federal and state aid and relate public facilities to other public and private development and redevelopment policies and been settled-upon by the time of this draft plan, but unfortunately there remains significant plans.
- Focus attention on community objectives and fiscal capacity while keeping the public informed about future needs and projects and coordinating activities with neighboring communities and local government.
- Encourage careful project planning and design to avoid costly mistakes and help the community reach desired goals.

Projects identified in the CIP were judged against the following general criteria: (1) Qualify as capital under the NY State Comptroller's capitalization guidelines; (2) Have a useful life of not less than five years; (3) Exceed \$10,000; (4) Distinguish between projects that are fully or partially funded and those that are unfunded. Adoption of the 2021-2025 Capital Improvement Plan by Common Council represents approval of conceptual plans for the next and four future years. Appropriation of funds for expenditures on various capital projects requires a set of deliberations that take place during the separate but related budget process.

The City of Poughkeepsie's 2021-2025 CIP contains projects that communicate the aspirations and potential of a city that values its citizens and environment. The 2021 plan seeks improvements to the City's infrastructure, while providing a vision of stewardship that ensures the City's assets provide solid foundations for future generations. Sections of this year's CIP are defined by the need for deliberate planning and action. Sections of the CIP categorize capital investments for: city parks, quality-of-life projects, citizen safety, city streets and parking, sewer and water quality, and bridge infrastructure.



View of Waryas Park from the Walkway Over the Hudson

Introduction

The 2021-2025 CIP identifies 37 projects valued at \$59.9M and compares to 2019 valued at \$61M. Funding is identified for 12 projects in 2021 valued at \$29.6M (49%). 25 unfunded projects are valued at \$30.3M (51%). The amount of funded projects in 2021-2025 is decreased compared to the 2020-2024 plan. In 2020-2024, \$40M in funding was identified for 32 projects, or 65% of all project funding requests. This year's plan foresees the existence of unusual sources of financial risk and uncertainty. Risk of funding is therefore qualified for each project, serving as guidance to determine whether to defer or cancel projects that would lead to unnecessary financial risk. In total, \$27.8M in prior year projects are shown as deferred or cancelled pending analysis, re-prioritization and availability of funds. Six projects valued at \$4.6M present new found risk in the current fiscal environment due to reliance upon federal, state or local funding. Risk to \$3.5M in highway and street maintenance is particularly anomalous but should be attributed to the instability and now questionable availability of certain federal and state grants.

The plan emphasizes the need for prioritization and project selection to position the City for successful delivery of services in a post-pandemic fiscal environment. The particular challenge of taking on a growing maintenance backlog of \$17.6M requires our attention and near term planning. Notably, water and sewer projects comprise \$11.5M or 65% of the city's total deferred maintenance backlog. Other pressing capital decisions are represented in a project for City sanitation vehicles and equipment. Sanitation capital planning is the one new addition to the 2021-2025 project list. Later in 2020, a survey to measure citizen priorities will complete a study of sanitation collection operations and services. Near term planning and actions can be predicated on survey findings and recommendations from the study. A Sanitation capital plan represents potential to reduce short and long term financial risk. The 2020 study invites action to address spiraling operating costs and separately, an unusually high number of workers compensation claims caused by old technology and equipment.

This year's message is not without bright spots that show the potential of the City to emerge from the uncertainty of a negative fund balance coupled with a pandemic and recessionary environment. Last year's accomplishments include: CIP 20-04 - dog park at Spratt Park was relocated and installed; CIP 20-05 - installation of new open air dugouts will be completed at Stitzel and Spratt; CIP 20-12 - at city hall a scaled down project was completed for maintenance on existing cameras and security infrastructure in time for re-opening after lockdown; CIPs 20-16, 20-18, 20-19a, 20-22 - a lease purchase program was initiated that will replace 16 vehicles in DPW, Parking Enforcement, Police, and the Water Treatment Facility (split with Town), netting inventory; CIP 20-18 - a street sweeper was deployed along all city routes this summer, and a new sanitation truck replaced its unsalvageable predecessor; CIP 20-19 - parking meters will be installed summer/fall 2020 throughout the city and are expected to generate much needed revenue; CIP 20-40 - two grant funded pilots were completed for bicycle infrastructure along Hooker Ave and Main St demonstrating feasibility, demand for safe alternative methods of transport and enhanced means to conserve personal and environmental resources; CIP 20-22 - the Poughkeepsie Water Treatment facility replaced a low lift check valve ensuring water service reliability from the water's edge. CIP 20-29 - the new College Hill reservoir drinking water storage is complete. [The old reservoir remains open temporarily to support Central Hudson waste

removal and dredging in the Hudson.) The successes demonstrated by the 2020-2024 capital plan can be replicated in the 2021-2025 CIP by continued practice of thoughtful and deliberate planning that is supported by data and analysis.

The City's 2021-2025 CIP was made possible in coordination with the Department of Public Works, the Department of Planning and Development, Finance and Administration, and with input from the City's Police, Fire and Legal Departments. Strategic guidance for development of the CIP was provided by the Offices of the Mayor and the City Administrator.

Submit comments and questions to Finance and Administration,
bmartinez@poughkeepsie.com



Children enjoying a basketball clinic at Spratt Park



Section A

Funded Projects

FUNDED PROJECTS 2021-2025 Capital Improvement Plan

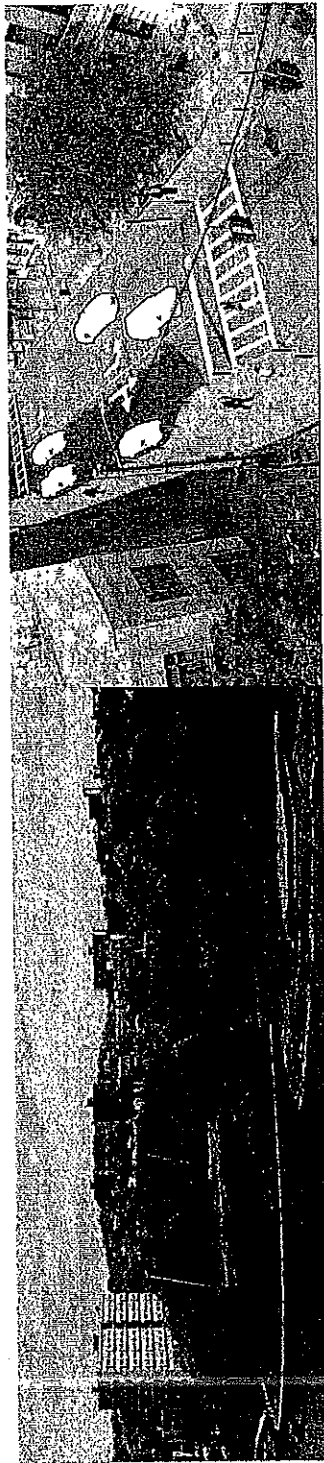
Proj. Nbr	Project Title	New	Carry-over	Funds Required 2021-2025 \$ est.	Funded 2021-2025 \$ est.	Details
20-26	Citizen Safety & Data Protection Lead Services Line Replacement Program-COMPLETED		X	\$	\$	Project previously funded by NY State Department of Health (NYSDOH) grant. Project removes/replaces lead water services at residences. Reduces potential for exposure to lead in drinking water especially for children under six years of age. Possible synergies with water infrastructure improvement projects. Project completion date: 12/31/2024
20-27	Pedestrian Safety Improvements		X	\$ 2,430.0	\$ 2,430.0	Pedestrian Safety Action Plan (PSAP) grant funding. Constructs improvements at 30 intersections with priority to Main St and other high volume intersections. Rehabilitates curb ramps and crosswalks.
Total Citizen Safety & Data Protection				\$ 2,430.0	\$ 2,430.0	
20-13	Maintain & Improve Streets & Parking Annual Street Paving Program		X	\$ 2,500.0	\$ 2,500.0	The NY State Consolidated Local Street and Highway Improvement Program (CHIP) is a reimbursable grant that is funded each year to perform highway resurfacing and reconstruction. An annual plan submitted each year indicates the city's intent to resurface certain streets based on the condition of the streets. PAVENY supplements municipalities with 10% rehabilitation and reconstruction of local highways and roads.
20-14	Scattered Sidewalk & Street Improvements		X	\$ 1,000.0	\$ 1,000.0	The Community Development Block Grant (CDBG) program for NY state provides financial assistance to develop viable communities. The determination of annual sidewalk repairs depends upon the availability and award of CDBG funds.
20-15	Library/Parking Lot Improvements		X	\$ 1,700.0	\$ 1,700.0	The Green Innovation Grant Program (GIGP) supports projects across New York State that utilize unique innovative infrastructure designs to create green technologies. Grants cover up to a maximum of 90% of the eligible project costs. \$1.1M grant is supplemented by \$150K match from City of POK approved in 2019 budget amendment.
20-32	Grand Ave Reconstruction/Traffic Calming		X	\$ 300.0	\$ 300.0	Project reconstructs Grand Ave from Main St to Hooker Ave. Reconstruction includes drainage improvements, resurfacing, sidewalk upgrades and curb installation. Traffic calming elements incorporate improvements to pedestrian and vehicular safety. Existing infrastructure is deteriorated and prone to flooding.
Total Streets & Parking				\$ 5,580.0	\$ 5,580.0	
20-48	Parks & Recreation Southern Waterfront Promenade			\$ 250.0	\$ 250.0	Installation of promenade and associated amenities on City parking lot along the waterfront at the Delaval and STP sites. Grant funds include: \$500,000 through NYS Department of State contract C7000952-\$500,000 awarded through a NYS EDAP Grant from the Dormitory Authority of the State of New York in 2012. \$500,000 awarded by the Office of Parks, Recreation and Historic Preservation in 2010.
Total Parks & Recreation				\$ 250.0	\$ 250.0	

Section A: Funded Projects

FUNDED PROJECTS 2021-2025 Capital Improvement Plan

Proj Nbr	Project Title	New	Carry-over	Funds Required 2021-2025 \$ est.	Funded 2021-2025 \$ est.	Details
Water Quality & Sewer/Water Infrastructure Reliability						
20-20	Sanitary Storm Spill Rehab Program	X		\$ 17,000.0	\$ 1,000.0	This capital project recognizes the existence of a maintenance backlog. Anticipates findings from annual water and sewer annual maintenance and inspection contract restarted in 2019. Project re-emphasizes a planned maintenance and repair program for aged sewer and storm infrastructure. Funded portion is for emergency repairs.
20-30	Combined Water & Sewer Improvements	X		\$ 4,900.0	\$ 4,900.0	Funded by Clean Water State Revolving Fund (CWSRF). Project makes improvements to Water Pollution Control Plant, pump stations at Pine Street, Cedar Ave. and Meyer Ave. Modifications to storm water and combined sewers toward the elimination of the River Combined Sewer Overflow (CSO). Completes an engineering study and improvements to various collection sewers to reduce inflow and infiltration to the combined sewer.
20-45	Poughkeepsie Water Treatment Plant UV Disinfection Equipment Replacement	X		\$ 2,501.0	\$ 2,501.0	Replaces all 36 UV units at Poughkeepsie's Water Treatment Facility between 2021 and 2023. Total cost is \$2,548M shared between City and Town of Poughkeepsie. City share is \$2,501M. UV disinfection works with light that stops micro-organisms from reproducing such as bacteria, viruses and protozoa. The UV light process does not require chemicals and leaves no residual by-products. Service life of equipment at time of actual replacement will be 18 years, exceeding lower limit of 15 years and near maximum life of 20 years. Obsolescence makes spare parts hard to find with limited manufacturer support and sensors that can no longer be calibrated. New equipment is expected to create up to \$90M in electrical cost efficiencies. 2021 sees actual construction starting, preceded by final design, permitting and off-site testing/validation. Bond resolution passed 9 sep. 2019.
Total Water Quality & Sewer/Water Infrastructure Reliability				\$ 25,101.0	\$ 8,401.0	
Bridges & Engineering Infrastructure						
20-34	Garden Street Bridge	X		\$ 3,864.0	\$ 3,864.0	Depression era structure severely deteriorated. Replace entire structure including abutments. Bridge is functionally obsolete per NYS DOT. Potential economic impacts and safety issues with proximity to Walkway Over Hudson. Federal DOT grant is 80%. State Transportation Improvement Program grant is 15%. Project funded by bond resolution R19-35 March 2019. \$172K in City costs (5%) remaining 2021-2023. Project begins with preliminary design work in 2021.
20-25	Washington Street Bridge Over Fallkill Creek	X		\$ 4,257.0	\$ 4,257.0	Washington Street Bridge replacement at Verrazano Blvd has Red Flag construction viability warning. Federal DOT grant is 80%. State Transportation Improvement Program (STIP) grant is 15%. Project funded by bond resolution R19-35 March 2019. City costs are 5% or \$214.9K. Preliminary design work in 2021.
20-26	Mansion Street Bridge at Pershing Ave	X		\$ 4,253.0	\$ 4,253.0	Reconstruction of bridge at Mansion St and Pershing Ave across Fallkill Creek. Bridge has substantial railings and is a critical bridge having foundations that are prone to damages which contribute to failure of concrete foundation systems. Federal DOT grant is 80%. State Transportation Improvement Program (STIP) grant is 15%. Project funded by bond resolution R19-35 March 2019. City costs are 5% or \$217.7K. Anticipated start date 2023.
Total Bridges & Engineering Infrastructure				\$ 12,424.0	\$ 12,424.0	
Total All Funded Projects				\$ 30,847.0	\$ 29,570.6	

Section A: Funded Projects



Section B

Unfunded Projects

UNFUNDED PROJECTS
Parks

Proj. Nbr.	Project Title	New	Carry-over	Funds Required 2021-2025	Funded 2021-2025	Detail
				\$ est.	\$ est.	
Parks						
20-02	Kiddie Spray/Pavilions/Pulaski/Spratt Parks	X		\$ 210.0	\$	Pulaski's 80' Spratt \$190. Bond 2020.
20-03	Basketball & Tennis Court Resurfacing/Fences	X		\$ 122.1	\$	Basketball courts: Spratt \$37.3K w/ fence; Rulme \$19.3, Pershing \$24.1K King \$1.54K w/ tennis court & fence. DASNY Grants \$88.1K - \$54K 2020
20-04	Picnic Area Improvements, Pool Building Renovation, Re-open Bathrooms	X		\$ 173.0	\$	Create Ball Field Picnic Area, Renovate pool building interior and repair exterior structures.
20-05	Install New Park Dugouts and Playground Replacements	X		\$ 401.5	\$	Incremental purchase using Community Development Grant funds - Dugouts: concrete \$49K - Pulaski play structure \$55.1K - Barstow play structure \$76.3K - Eastman remaining wall \$58K - Eastman play structure \$46.2K - Spratt play structure \$71.9
20-06	College Hill Park & Morgan Lake Infrastructure Improvements	X		\$ 105.0	\$	Opens College Hill Park Victorian Reservoir Trail and renovates/re-opens Morgan Lake reservoir. Project enhances City of POC park connectivity to rail trail at two locations in Morgan Lake and College Hill Park. Reservoir trail provides new walking path and access to rear parcel of College Hill adjacent to golf course and in close proximity to Dutchess rail trail. Re-opening Morgan Lake reservoir structure requires interior and exterior renovations. Re-commissioned restroom at Morgan Lake will be used year round by recreational fishermen and others. Morgan Lake restroom project leverages immediate proximity to Dutchess rail trail and fish stocking practices by NY State. Possible \$75K DEC/FRC Grant (way finding and signage). Bond
20-24	Preserve Soldier's Fountain & Mansion Square Park Historic Monuments			TBD	TBD	Preservation of Soldier's Memorial Fountain & WWII POC Vets Memorial in Mansion Sq Park. Repair fountain plaster/piping/pumps. BPP needed to determine costs.
Total Parks				\$ 1,012.6	\$	

Section B: Unfunded Projects

UNFUNDED PROJECTS Quality of Life Initiatives

Proj. No.	Project Title	New	Carry-over	Funds Required 2021-2025 \$ est.	Funded 2021-2025 \$ est.	Details
20-01	POK Quality of Life Initiatives 20-01: Demo/Rebuild Pulaski Bath House & Community Space		X	\$ 750.0	\$	Demo and rebuild Pulaski Park bath house. PH is an RFP solicitation. RFP will request facilitation of community input to determine scope and design. Bond.
20-02	Kaaf Rock Park Infrastructure		X	\$ 9,000.0	\$	Phase 1: Documentation & permitting funded 2020. PH 11. TBD Construct Bridge Connector. PH 11. TBD Kaaf Rock Point beautification.
20-09	Market St. Connector		X	\$ 1,285.6	\$	Resolve deteriorated road surface conditions, one-way directionality that leads to excessive speeding and floor orientation for visitors, and propensity for vehicle and pedestrian conflicts at Market Street between Church and Will Streets. Project converts Market Street to a narrow bidirectional street, one-drive lane in each direction, installs turning pockets at each intersection, and curb extensions in key locations, and possible separated bike lanes, new signals, signage and striping. Follows Poughkeepsie City Center Connectivity Project (PCCP) and focused on Market Street as a potential model for complete streets that could be replicated on other downtown streets.
20-10	College Hill Green		X	TBD	TBD	Repurpose the city's 1970s-era below ground storm reservoir for public use. Pending drainage and structural inspections, two new entrances will be created to comply with public assembly requirements. Potential project fund cost: 75% grants and 25% contribution from the City. \$140K National Endowment for the Arts grant to Mass Design for preliminary design work. Old tanks being used until Central Hudson is complete with dredging.
20-33	Rebuild Lincoln Soccer Field		X	TBD	TBD	Cost: TBD. Project syncs with Environmental Facilities Corp (EFC) funding for significant Combined Sewer Overflow and separation in the city. Soccer field will be elevated due to related improvements on combined sewer lines. Notional phases include lighting infrastructure and seating to make facility more accessible. Repurposes space once the underground work is complete. Draft project description; cost sources are in-work.
20-45	Academy Street Historic District Lighting Upgrades and Infrastructure Evaluation		X	\$ 225.00	\$	Purchase and install historical lamp posts along a portion of Academy Street. Evaluate concepts and associated costs to improve and restore sidewalks, curbing, and lighting in Academy St historic district. Funding source: grants and bonding.
20-47	Union and S. Gore St. Pedestrian and Traffic Study		X	\$ 25.0	\$	This project calls for a pedestrian and traffic safety study to be conducted proximate to Union Street and S. Gore Street. The purpose of this study is to assess the impact diagonal parking would have on on-street parking and traffic flow in the area. Additional funding sources outside of General Fund TBD.
Total QOL Initiatives				\$ 11,285.6	\$	

Section B: Unfunded Projects

UNFUNDED PROJECTS
Citizen Safety & Data Protection

Proj. No.	Project Title	New	Carry-over	Funds Required 2021-2025 \$ est.	Funded 2021-2025 \$ est.	Details
20-11	Citizen Safety & Data Protection Traffic Loop Control Panel Replacement at Main St.	X		\$ 150.0	\$	Replace two traffic loop control cabinets each year throughout city. Improves vehicle and pedestrian safety at locations throughout the City of POC.
20-12	Protect People & Data at City Hall	X		\$ 125.0	\$	Create secure access points at City Hall. Project seeks to enhance safety/security for employees and visitors at City Hall. Protects data and data center/IT. Creates infrastructure disaster recovery plan. Institutes compliance with disaster recovery standards. Addresses vulnerabilities and positions the abandonment of obsolete safety and security equipment. Candidate for future FRB funds.
20-16	Planned Replacement Program for Police Vehicles	X		\$ 311.0	\$	Planned replacement of aged/aging police vehicles align with Administration's ongoing initiative to provide tools and equipment needed for public safety. Routine replacement of police vehicles is required to ensure provision of public safety services. 66% of Police vehicles were over 10 years old in 2019. Best practice replacement cycle for public safety vehicles is 5 years. This capital investment project uses a hybrid lease/buy approach to overcome high costs of replacement and repair of aged fleets. Vehicle replacement surge in 2020 begins downward trend of high costs of maintenance/repair cycles. Lease/buy plan smoothes high cost of immediate investment needed to support departmental public safety goals.
20-44	College Hill Reproaster Shack	X		\$ 220.0	\$	Capital improvements are needed to install a propane generator with automatic transfer switch, install HVAC heat/replace fence, insulate interior space, and paint exterior. Project costs could be mitigated by in-sourcing some work by DPW.
20-46	Sanitation Services Vehicles and Equipment	X		\$ 1,970.0	\$	This project calls attention to the results of the 2020 sanitation study. Significant findings include the necessity for capital planning of all sanitation vehicles and equipment. Survey results of citizens follow in late 2020. The study finds that rates have not kept pace with actual costs. Legacy equipment contributes to higher than normal costs and contributes to higher than industry average workers compensation losses. Capital outlays to modernize collection equipment and garbage cans are needed as part of a call to action to balance costs that are expected to continue to exceed fund revenues. Possible FRB funding.
Total Citizen Safety & Data Protection				\$ 2,576.0	\$	

Section B: Unfunded Projects

UNFUNDED PROJECTS
Maintain and Improve Streets/Parking

Proj. Nbr	Project Title	New	Carry-Over	Funds Required 2021-2025 \$ est.	Funded 2021-2025 \$ est.	Details
20-17	Maintain & Improve Streets/Parking Howard St. Transfer Station Rehabilitation of City Services Facility	X		\$ 139,500	\$	Multi-phase project. PH I: Prep for professional services to define construction scope, architect/interior engineering and construction management requirements. PH II: Funding TID for rehab/renov. Eliminates annual cost of Admin office trailers, repairs garages and maintenance areas for trucks, plows, ready room, and city impound lot.
20-18	City Services - Public Works Heavy Vehicles & Equipment (without Sanitation)	X		\$ 524.0	\$	Replacement of PUV vehicles and equipment that support delivery of City of POK services. Replacement plans anticipate and reduce or eliminate unplanned expenditures that have cascading negative impacts to the city budget. Replaces old hot expenditures for unplanned leases and costly maintenance of vehicles and equipment beyond their useful life. Plan improves reliability of city services.
20-18a	City Services - Public Works Parking Division Vehicles	X		\$ 700	\$	This project replaces aged vehicles in parking division that support the goal of the City's parking improvement plan initiated by the Outchess County Transportation parking analysis (2017) an inventory of electric and gas powered vehicles employs a gradual and cost effective approach to increase the city's participation in the NY Climate Smart Communities program and lower the city's carbon footprint. Plan recommends the purchase or lease of 1 Non-EV parking enforcement vehicle followed by 1 EV/gas vehicle. Parking Division uses 9 vehicles including 3 pick-up trucks that are shared with Sanitation Division. Additional parking enforcement vehicles are 42-15 years old. Vehicles are used 8 to 10 hours per day 5 days a week.
20-36	Charging Stations	X		\$ 108.4	\$	NYSERDA offers \$9000 rebates per dual-port EV charger installed. Each installation includes the purchase of a charging station and any equipment needed for the site. Rebate terms require NYSERDA approved chargers and installers. The project increases the city's participation in the NY Climate Smart Communities program. Charging stations generate revenue for the City. Locations: 2020 - N Water St (2), Academy St (2), 2021 - Garden St (2), Conklin St (2).
20-40	City of POK Bicycle Infrastructure Project	X		\$ 70.0	\$	The pilot bicycle infrastructure project marks a portion of the city's existing bicycle network with "sharrows" or shared lane markings, installs signs and bike racks on four of the city's bicycle routes: Northside, North-South, City/Transact, and Cherry-Cannon. These routes offer east-west and north-south access for bicyclists, intersect the city center, and connect to major city assets including Metro-North/Amtrak Station, Walkway Over the Hudson, Vassar College and the Regional Transit Hub on Market Street. The project proposes a two-way cycle track on a portion of the City Transit Route on Hooker Ave between Montgomery Street and S. Grand Ave. A two-way track allows bicycle movement in both directions on one side of the street.
Total Streets & Parking				\$ 3,122.4	\$	

Section B: Unfunded Projects

UNFUNDED PROJECTS Water Quality & Sewer/Water Infrastructure Reliability

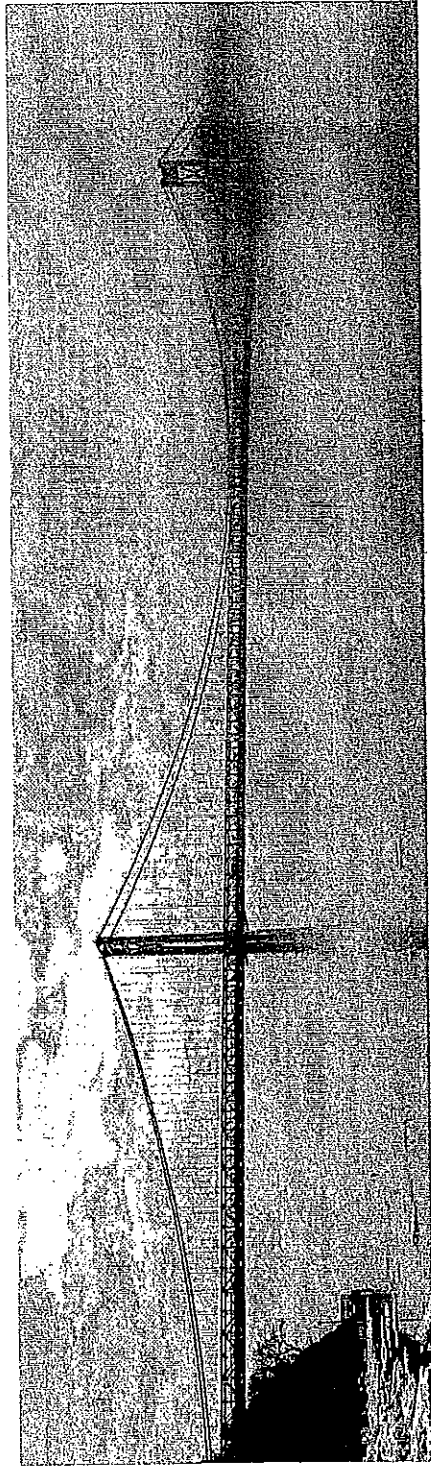
Proj. No.	Project Title	New	Carry-over	Funds Required 2021-2025	Funded 2021-2025	Details
				\$ est.	\$ est.	
Water Quality & Sewer/Water Infrastructure Reliability						
20-35	Water System Improvement Valve Maintenance Program	X		1,100.0	\$	Replaces valve maintenance program to improve and maintain water system reliability. Project benefits from College Hill Reservoir project (20-29) that includes the city's water transmission system. Priority projects: Main St, South Ave, Marshall, Market St pending results of large metering program.
20-21	Worgan Lake Dam	X		550.0	\$	Consistent to evaluate hydraulic capacity of existing spillway and will produce conceptual plans to construct an auxiliary spillway. Spillway must be capable of passing the probable maximum flood capacity. PO 2018-275 for \$12,100 was opened and \$10,500 expended in 2018. Per NY State Dept of Environmental Conservation (NYSDEC) inadequate spillway capacity identified in 2015 Engineering Assessment (a serious deficiency and must be corrected). Alternate spillway designs were proposed in 2018 and need to be evaluated. Preferred alternate design and construction documents (Plans, Specs and Engineer's Estimate) are needed to initiate work.
20-31	College Hill Reservoir Dam	X		1,000.00	\$	Project requires engineering assessment (EA) and design to construct a flood spillway. Assessment is required due to violations described in NYDEC class B dam regulations (NYSDEC violation letter available). Contract awarded to Maser Consulting for Engineering Assessment from \$28,200 August 1, 2019. Project funds additional improvements to spillway at College Hill Reservoir Project to achieve conformance with NY dam safety regulations. Spillway modifications require additional design and construction. TBD. Design and Construction costs will need to be refined after engineering assessment (EA) and evaluation of spillway.
20-33	Columbia, Montgomery & Beechwood CSO Improvements	X		553.10	\$	Future Clean Water State revolving fund (CWSRF) grant application includes storm sewer separation on Montgomery St between Academy St and Lincoln Ave. Project is an extension of Pine St storm sewer. The 36" storm sewer at the Columbia Street crossover will be extended 175' as part of Caramount Medical's parking lot project. An additional 300' of 36" storm sewer, 150' of 12" storm sewer and 5 catch basins will be installed as part of the Marcy/Vassar Medical School project. This permits future separation projects at Lincoln Ave, Franklin Ave, and Dean Pl. Storm separation by Caramount and Marcy/Vassar Medical School are done at no cost to City. These projects abate CSOs at Pine St and Pine St Pump Station CSO regulators. Improvements of these locations reduce CSO events as required by the City SPDES permit and the approved long term control plan.
20-39	Increase Capacity of Water Pollution Control Plant (WPCP)	X		8,000.0	\$	Implements recommendations of Water Quality Study conducted in 2019. Phase I redirects flows to increase the capacity of the WPCP. Phase II removes stormwater at the Pine Street CSO in newly created green infrastructure. Phase III, Ballast Trunk Sewer improvements are a mediating action that redirect flows to the WPCP. Phase IV significantly reduces CSO events and discharges from the Pine Street Pump Station. Phase V Cannon Street Sewer Separation redirects stormwater. 75% Grant funded with 25% interest loan.
20-37	Falkirk Creek Trunk Sewer Lining	X		400.0	\$	Anticipates findings from water and sewer annual maintenance and inspection contract started in 2019. Project re-emphasizes a planned maintenance and repair program and anticipates emergency repairs/replacements for aged sewer infrastructure. Goal of this repair program is to reduce infiltration and inflow to the old sewer to improve sewer function and reliability, providing a reduction in pump station and treatment plant costs.
Total Water Quality & Sewer/Water Infrastructure Reliability				\$ 10,803.1	\$	

Section B: Unfunded Projects

UNFUNDED PROJECTS
Bridge & Engineering Infrastructure

Proj Nbr	Project Title	New	Carry-over	Funds Required 2021-2025 \$ est	Funded 2021-2025 \$ est	Details
Bridges & Engineering Infrastructure						
20-23	GV Hall Generator		X	\$ 1,500.0	\$	Replace City Hall back-up generator to avert impacts of power outages. Project engineers estimate high potential for failure given Engineering assessment dating to 2004. Maintenance actions were completed over time that mediated replacement. Priority is required as the generator serves as the back-up to the City and Dutchess County 911 centers located at City Hall. Latest estimate is 2018.
Total Bridges & Engineering Infrastructure				\$ 1,500.0	\$	
Total All Unfunded Projects				\$ 30,298.9	\$	

Section B: Unfunded Projects



Section C

Capital Improvement Plan Projects

15

2021-2025 Funded Projects

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-28		X										
Department				Project Title (Amounts in \$ 000's)									
DPW - Engineering				Lead Service Line Replacement Program									
Project Description				(Define the project and improvements)									
Project funded by NY State Department of Health (NYSDOH) grant. Funds removal and replacement of lead water services at residences. Reduces potential for exposure to lead in drinking water especially for children under six years of age. Possible synergies with other water infrastructure improvement projects.													
Impact on Operating Budget				Impact Explanation: List additional costs/cost avoidance to operate new project.									
Will	X	Annual Cost - Savings +	\$ -	2021	2022	2023	2024	2025	Total				
Will Not		Revenue/Grant	\$ 248.4										
Net Impact				\$ 248.4									
Project Costs				Thru 2019	2020								
Design/Engineering	\$ -	\$ -	\$ -										
Construction	\$ 122.3	\$ 248.4	\$ -										
Landscaping	\$ -	\$ -	\$ -										
Equipment	\$ 7.5	\$ -	\$ -										
Other	\$ -	\$ -	\$ -										
Total Costs	\$ 129.8	\$ 248.4	\$ -										
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund	\$ -	\$ -	\$ -										
GOs Issued	\$ -	\$ -	\$ -										
GOs Unissued	\$ -	\$ -	\$ -										
Grant - NYSDOH	\$ 129.8	\$ 248.4	\$ -										
Grant	\$ -	\$ -	\$ -										
Grant	\$ -	\$ -	\$ -										
Other	\$ -	\$ -	\$ -										
Unfunded	\$ -	\$ -	\$ -										
Total Sources	\$ 129.8	\$ 248.4	\$ -										

Summary of Funding Sources:		Account Nbr(s):	
1. Total Grants	\$ 248.4		
2. Total General Funds	\$ -		
3. Total Bonding	\$ -		
4. Total Other	\$ -		
Total Funded	\$ 248.4		
Total Unfunded	\$ -		
Project Total	\$ 248.4		

Project Schedule		Start	Finish
Design/Permits			
Construction			
Finish			
Other			
Total Project Schedule (est.)		248.4	

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-13		X										
Department				Project Title (Amounts in \$ 000s)									
Dept of Public Works - Streets				Annual Street Paving Program									
Project Description				Account Nbr(s):									
The NY State Consolidated Local Street and Highway Improvement Program (CHIP) is a reimbursable grant funded each year to perform highway resurfacing and reconstruction. An annual plan submitted each year indicates the city's intent to repave certain streets based on the condition of the streets. Recent average annual reimbursements total \$500K. This project is supplemented by PAVE-NY which awards additional funds based on the CHIP amount. In 2019 the state awarded the City of POK a total of \$758.1K.													
Impact on Operating Budget				Impact Explanation Use additional cost/avoidance to operate new project.									
Will Not				No budget impact to city. Budgeted/planned expenses are reimbursed to the city annually through the CHIPS/PAVE-NY programs.									
Will													
Annual Cost - Savings +													
Revenue/Grants													
Net Impact													
Project Costs				Total									
Design/Permitting													
Construction				3,088.1									
Landscaping													
Equipment													
Other													
Total Costs				3,088.1									
Source(s) of Funds				Total Needed to Complete (thru 2024)									
General Fund													
GCs Issued													
GCs Unissued													
Grant - CHIP est.				2,500.0									
Grant													
Grant													
Other													
Unfunded													
Total Sources				2,500.0									
Summary of Funding Sources:													
1. Total Grants				\$ 2,500.0									
2. Total General Funds				\$ -									
3. Total Bonding				\$ -									
4. Total Other				\$ -									
Total Funded est.				\$ 2,500.0									
Total Unfunded				\$ -									
Project Total				\$ 2,500.0									
Other Info: location, dependent projects, etc.													
Project Schedule				Project Schedule									
Design/Permits				Start									
Construction				Finish									
Finish				thru 2020									
Other - Annual				Annual									
Total Project Schedule (est.)				Annual									

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-14		X										
Dept of Public Works-Streets, Engineering				Project Title (Amounts in \$ 000's) Scattered Sidewalks Program									
Project Description (Define the project and improvements.)				Account Nbr(s):									
The Community Development Block Grant (CDBG) program for NY state provides financial assistance to develop viable communities. The Scattered Sidewalks program performs repairs based on annual priorities. The determination of annual sidewalk repairs is consistent with the availability of CDBG funds.				Summary of Funding Sources:									
Impact on Operating Budget				Impact Explanation (List additional costs/avoidance to operate new project.)									
Annual Cost -/Savings +				Expenditures are grant funded within the CDBG award.									
Revenue - Grant													
Net Impact													
Project Costs				Total (2019-2024)									
Design/Permitting													
Construction													
Landscaping													
Equipment													
Other													
Total Costs				Total Funded est \$ 1,000.0									
				Total Unfunded \$ -									
				Project Total \$ 1,000.0									
				Other Info: location, dependent projects, etc.									
Source(s) of Funds				Total Needed to Complete (Thru 2024)									
General Fund													
GOs Issued													
GOs Unissued													
Grant- CDBG est													
Grant													
Grant													
Grant													
Other													
Unfunded													
Total Sources				Total Project Schedule (est.) Annual									

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-15		X										
Department		Engineering		Project Title (Amounts in \$ 000's)									
Project Description		Liberty St Parking Lot Improvements		Account Nbr(s):									
The Green Innovation Grant Program (GIGP) supports projects across New York State that utilize unique stormwater infrastructure design and create cutting-edge green technologies. Grants cover a minimum of 40% up to a maximum of 90% of the eligible project costs. The project receives a \$1.2M grant match that was supplemented by \$190K from an approved 2019 City of POK budget amendment.				Impact Explanation: Let additional costs/cost avoidance to operate new project. Project decreases unplanned expenditures for weather dependent paving repairs.									
Will	Will Not	Annual Cost -/Savings +	2021	2022	2023	2024	2025	Total	Summary of Funding Sources:				
	X	Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190.0	1. Total Grants	\$	1,200.0		
		Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.0	2. Total Other Funds	\$	-		
Project Costs				2020	2021	2022	2023	2024	2025	Total	3. Total Bonding	\$	-
Design/Permitting	\$ -	\$ 190.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190.0	4. Total Other	\$	-
Construction	\$ -	\$ 1,200.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.0	Total Funded	\$	1,200.0
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Unfunded	\$	-
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Project Total	\$	1,200.0
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Other info: location, dependent projects, etc.		
Total Costs	\$ 190.0	\$ 1,200.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,390.0			
Source(s) of Funds				2020	2021	2022	2023	2024	2025	Total Needed to Complete			
General Fund	\$ 190.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
GOs Unissued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Grant - GIGP	\$ -	\$ 1,200.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.0			
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Sources	\$ 190.0	\$ 1,200.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.0			
Project Schedule				Start		Finish							
Design/Permits													
Construction													
Finish													
Other													
Total Project Schedule (est.)													

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-32		X										
Department				Project Title (Amounts in \$ costs)									
Engineering				Grand Ave Reconstruction- Traffic Calming									
Project Description				Account Nbr(s):									
(Define the project and improvements.)													
Project reconstructs Grand Ave from Main St to Hooker Ave. Reconstruction includes drainage improvements, resurfacing, sidewalk upgrades and curb installation. Traffic calming elements incorporate improvements to pedestrian and vehicular safety. Existing infrastructure is deteriorated and prone to flooding. Status quo requires repeated expenditures to address seasonal deterioration such as pothole and other street repairs. DCTC TIP defers construction and construction inspection post 2021. City of POK costs are 20% of total.													
Impact on Operating Budget				Impact Explanation (for additional costs/loss avoidance to operate new project)									
Will				Total									
Will Not													
Annual Cost-/Savings +													
Revenue													
Net Impact													
Project Costs				Total									
Thru 2019													
2020													
2021													
2022													
2023													
2024													
2025													
Total													
Planning				181.0									
Construction				-									
Right of Way Misc				5.0									
Design/Engineering				17.0									
Other - Land Acquisition				179.0									
Total Costs				382.0									
Source(s) of Funds				Total Needed to Complete									
Thru 2019													
2020													
2021													
2022													
2023													
2024													
2025													
Total													
General Fund				-									
GOs Issued				-									
GOs Unissued				-									
Grant - Federal TIP				13.6									
Grant				292.0									
Grant				-									
Grant				-									
Other				-									
Unfunded				3.4									
Total Sources				382.0									
Summary of Funding Sources:				Project Schedule									
1. Total Grants				305.6									
2. Total General Funds				-									
3. Total Bonding				-									
4. Total Other				-									
Total Funded				305.6									
Total Unfunded				76.4									
Project Total				382.0									
Other Info: location, dependent projects, etc.				PIN No. 875983. City of POK costs are currently unfunded, 20% of total project.									
Project Schedule				Start									
Design/Permits				-									
Construction				-									
Finish				-									
Other - funding dependent				76.4									
Total Project Schedule (est.)				382.0									
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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-20		X										
Department Public Works				Project Title (Amounts in \$ 000s) Sanitary - Storm Spot Rehab									
Project Description Anticipates findings from annual water and sewer annual maintenance and inspection contract restarted in 2019. Project re-emphasizes a planned maintenance and repair program and anticipates emergency repairs/replacements for aged sewer infrastructure.				Account Nbr(s): 02- 03-									
Impact on Operating Budget				Impact Explanation List additional costs/lost avoidance to operate new project.									
Will X Annual Cost-/Savings + \$ -				Funded by water/sewer funds.									
Will Not Revenue \$ -													
Net Impact \$ -													
Project Costs Thru 2019 2020 2021 2022 2023 2024 2025 Total													
Planned Maintenance \$ - \$ 100.0 \$ 125.0 \$ 150.0 \$ 150.0 \$ 175.0 \$ - \$ 700.0													
Emergency Repairs \$ - \$ 200.0 \$ 175.0 \$ 150.0 \$ 150.0 \$ 125.0 \$ - \$ 800.0													
Equipment \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Other \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Total Costs \$ - \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ - \$ 1,500.0													
Source(s) of Funds Thru 2019 2020 2021 2022 2023 2024 2025 Total Needed to Complete													
Water & Sewer Fund \$ - \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ - \$ 1,500.0													
GOs Issued \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
GOs Unissued \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Grant \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Grant \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Grant \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Other \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Unfunded \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -													
Total Sources \$ - \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ 300.0 \$ - \$ 1,500.0													
Project Schedule				Project Schedule									
Design/Permits				Design/Permits									
Construction				Construction									
Finish				Finish									
Other				Other									
Total Project Schedule (est.)				Total Project Schedule (est.)									
Annual				Annual									

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-30		X										
Department Engineering				Project Title (Amounts in \$ 000's)									
				Wastewater Combined Sewer Overflow (CSO) Improvement Projects									
				Account Nbr(s):									
				Project Description									
				(Define the project and improvements.)									
				This project is central to the Mayor's CSO Information campaign launched in 2019 to assure citizens that the City is committed to provide clean drinking water and to act in compliance with state and federal clean water regulations. Funded by Clean Water State Revolving Fund (CWSRF). Project makes improvements to aged Water Pollution Control Plant (WPCP), pump stations at Pine Street, Cedar Ave, and Meyer Ave. Modifications to storm water and combined sewers toward the elimination of the River Combined Sewer Overflow (CSO). Completes an engineering study and improvements to various collection sewers to reduce inflow and infiltration to the CSO system. Project is required as part of city's State Pollution Discharge Elimination System (SPDES) permit and approved long term control plan. The SPDES program is designed to eliminate the pollution of New York waters and to maintain the highest quality of water possible—consistent with: public health, public enjoyment of the resource, protection and propagation of fish and wildlife, and industrial development in the state. New York's SPDES program is EPA approved in accordance with the Clean Water Act and controls point source discharges to groundwaters as well as surface waters for the control of stormwater discharges.									
				Impact on Operating Budget									
				Impact Explanation (List additional costs/cost avoidance to operate new project.									
				No added costs.									
				Summary of Funding Sources:									
				1. Total Grants \$ 4,900.0									
				2. Total General Funds \$ -									
				3. Total Bonding \$ -									
				4. Total Other \$ -									
				Total Funded \$ 4,900.0									
				Total Unfunded \$ -									
				Project Total \$ 4,900.0									
				Other Info: location, dependent projects, etc.									
				Project phases: 2019 improvements at Water Pollution Control Plant (WPCP) in progress including design for pump stations and Riverview CSO. 2020 additional design is required for WPCP and collection system improvements.									
				Total Needed to Complete \$ 10,530.0									
				Source(s) of Funds									
				General Fund \$ -									
				GOs Issued \$ -									
				GOs Unissued \$ -									
				Grant - CWSRF \$ 5,630.0									
				Grant \$ -									
				Grant \$ -									
				Other \$ -									
				Unfunded \$ -									
				Total Sources \$ 5,630.0									
				Thru 2019 \$ 3,150.0									
				2020 \$ 1,750.0									
				2021 \$ -									
				2022 \$ -									
				2023 \$ -									
				2024 \$ -									
				2025 \$ -									
				Total \$ 4,900.0									
				Project Schedule									
				Design/Permits									
				Construction									
				Finish									
				Other									
				Total Project Schedule (est.)									
				Dec-21									

POC: G Bolner Telephone: POC: Telephone:

Page Nbr	Project Nbr	New	Approved						
20-45	X								
Department		Engineering							
Project Description (Define the project and improvements):									
Evaluate concepts and associated costs to improve and restore sidewalks, curbing, and lighting in Academy St historic district. Funding source 25% grants and 75% bonding.									
Project Title (Amounts in \$ 000's)		Academy Street Historic District: Lighting Upgrades and Infrastructure Evaluation							
Account Nbr(s):									
Impact on Operating Budget		Impact Explanation (Use additional costs/cost avoidance to operate new project.)							
Will	Annual Cost -/Savings +	TBD							
Will Not	Revenue								
Net Impact									
Project Costs		2019	2020	2021	2022	2023	2024	2025	Total
Design/Permitting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other- Conceptual Plan/Eval	\$ -	\$ 225.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	225.0
Total Costs	\$ -	\$ 225.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	225.0
Source(s) of Funds		2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete
Fund - (Name)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Unissued	\$ -	\$ 168.8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	168.8
Grant	\$ -	\$ 56.2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	56.2
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sources	\$ -	\$ 225.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	225.0
Summary of Funding Sources:									
1. Total Grants	\$ -								
2. Total from Funds -	\$ -								
3. Total Bonding	\$ 168.8								
4. Total Other	\$ -								
Total Funded	\$ 168.8								
Total Unfunded	\$ 56.2								
Project Total	\$ 225.0								
Other Info: location, dependent projects, etc.									
Project Schedule		Start	Finish						
Design/Permits									
Construction									
Finish									
Other									
Total Project Schedule (est.)									

POC: _____
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R Duplaka
Telephone: _____
Telephone: _____

Page Nbr		Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
20-34				X	Project Title (Amount in \$ 000's) Garden Street Bridge									
Department Engineering		Project Description			Account Nbr(s):									
Depression era structure is severely deteriorated, rated as functionally obsolete by NY State Department of Transportation (DOT). Closure has significant economic implications for downtown Poughkeepsie. Left unresolved, closure undermines tourism and local traffic in the area of Washington St near Walkway Over the Hudson. Resolution R19-35 March 4, 2019 funded Washington St and Garden St bridge projects.														
Impact on Operating Budget					Impact Explanation Use additional cost/cost avoidance to operate new project.									
Will	Will Not	X	Annual Cost-/Savings +	\$ -	2021	2022	2023	2024	2025	Total				
			Revenue	\$ -										
			Net Impact	\$ -										
Project Costs					Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting Construction					\$ -	\$ 166.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 166.0	1. Total Grants - Federal 80%	\$ 3,107.2
Land Acquisition					\$ -	\$ -	\$ -	\$ 3,128.0	\$ -	\$ -	\$ -	\$ 3,128.0	2. Total General Funds	\$ -
Inspections					\$ -	\$ -	\$ 41.0	\$ -	\$ -	\$ -	\$ -	\$ 41.0	3. Total Bonding R19-35	\$ 194.2
Other Plan/Right of Way					\$ -	\$ -	\$ -	\$ 292.0	\$ -	\$ -	\$ -	\$ 292.0	4. Total Grants - State 15%	\$ 582.60
Total Costs					\$ -	\$ 257.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 257.0	Total Funded	\$ 3,884.00
					\$ -	\$ 423.0	\$ 41.0	\$ 3,420.0	\$ -	\$ -	\$ -	\$ 3,884.0	Total Unfunded	\$ -
Source(s) of Funds					Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete	Project Total	\$ 3,884.0
General Fund					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Other Info: location, dependent projects, etc.	
GOs Issued					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	City of Poughkeepsie cost are 5% of total project or \$194.2K.	
GOs Unissued					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant - Federal 80%					\$ -	\$ 338.4	\$ 32.8	\$ 2,756.0	\$ -	\$ -	\$ -	\$ -	Project Schedule	Start
Grant - State 15%					\$ -	\$ 63.5	\$ -	\$ 513.0	\$ -	\$ -	\$ -	\$ -	Design/Permits	576.5
Grant					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Construction	194.2
Bond R19-35 Mar 2019					\$ -	\$ 21.15	\$ 2.05	\$ 171.00	\$ -	\$ -	\$ -	\$ -	Finish	6.2
Unfunded					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Other	
Total Sources					\$ -	\$ 423.0	\$ 34.9	\$ 3,420.0	\$ -	\$ -	\$ -	\$ -	Total Project Schedule (est.)	3,877.9

POC: R Duplika
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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-25		X										
Department Engineering				Project Title (Amounts in \$ 000's) Washington Street Bridge Over Fallkill Creek									
Project Description				(Define the project and improvements.) Washington Street Bridge replacement at Verrazano Blvd. Primary source of funds is the DOT Federal grant program 80%. Statewide Transportation Improvement Program (STIP) contributes 15%. Bond resolution R19-35 March 2019 contributes remaining funds estimated at 5% of total project cost. Washington St bridge has Red Flag construction viability warnings. This STIP project is on the list of state transportation improvements that will also receive Federal funding. The STIP was developed by the NY State Department of Transportation (NYSDOT) and assumes the availability of									
Impact on Operating Budget				Impact Explanation (for additional cost/cost avoidance to operate new project. Project completion decreases likelihood of unplanned emergency costs due to age related and weather events. Rough cost estimate/Impact is for annual bond repayment.)									
Will	X			Annual Cost-Savings + Revenue	\$ (10,000.0)								
Will Not				Net Impact	\$ (10,000.0)								
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Planning				\$ -	\$ -	\$ 254.0	\$ -	\$ -	\$ -	\$ -	\$ 254.0	Total Funded	\$ 4,297.0
Engineering/Design				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Unfunded	\$ -
Construction				\$ -	\$ -	\$ 254.0	\$ -	\$ -	\$ -	\$ -	\$ 3,604.0	Project Total	\$ 4,297.0
Inspections				\$ -	\$ -	\$ -	\$ -	\$ 401.0	\$ -	\$ -	\$ 401.0		
Other-Right of Way, Land				\$ -	\$ -	\$ 27.0	\$ 11.0	\$ -	\$ -	\$ -	\$ 38.0		
Total Costs				\$ -	\$ -	\$ 535.0	\$ 11.0	\$ 3,751.0	\$ -	\$ -	\$ 4,297.0		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Bond Resolution R19-35				\$ -	\$ -	\$ 26.8	\$ 0.6	\$ 187.6	\$ -	\$ -	\$ 214.9		
GCs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant Federal 80%				\$ -	\$ -	\$ 428.0	\$ 8.8	\$ 3,000.8	\$ -	\$ -	\$ 3,437.6	Project Schedule	Start
Grant - State 15%				\$ -	\$ -	\$ 80.3	\$ 1.7	\$ 562.7	\$ -	\$ -	\$ 644.6	Design/Permits	Finish
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Construction	
Unfunded				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Finish	
Total Sources				\$ -	\$ -	\$ 535.0	\$ 11.0	\$ 3,751.0	\$ -	\$ -	\$ 4,297.0	Other	
Total Project Schedule (est.)												TBD	

Other Info: location, dependent projects, etc.
Pursuant to Title 23 U.S.C. and 49 U.S.C. Chapter 53, the city has applied to the federal Highway Administration to fund 80% of the project. City of Poughkeepsie costs = \$895.4K (26%) of \$4,297K.

POC:	R Duplaka	Telephone:
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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
20-25			X										
Department Engineering				Project Title (Amounts in \$ 000's) Mansion Street Bridge at Pershing Ave									
Project Description Reconstruction of bridge that spans Mansion St and Pershing Ave across Fallkill Creek. Bridge has substandard railings and was identified as a scour critical bridge having foundations that are prone to damage during high water events. High water damage contributes to failure of concrete foundation systems over time. Reconstruction supports continuance of local traffic. Scheduled to be funded in 2020 by the Statewide Transportation Improvement Program (STIP) included in a comprehensive list of all projects in New York State proposed to receive Federal funding. The STIP was developed by the NY State Department of Transportation (NYSDOT) and assumes the availability of approximately \$12.5 billion in federal aid to address highway safety, bridge and highway infrastructure.				Account Nbr(s):									
Summary of Funding Sources:													
1. Total Grants				\$ 4,040.4									
2. Total from Funds				\$ -									
3. Total Bonding				\$ 212.7									
4. Total Other				\$ -									
Total Funded				\$ 4,253.0									
Total Unfunded				\$ -									
Project Total				\$ 4,253.0									
Other Info: location dependent projects, etc.													
Pursuant to Title 23 U.S.C. and 49 U.S.C. Chapter 53, the city has applied to the federal Highway Administration to fund 80% of the project; State Marchiselli grant 15%. City of Poughkeepsie costs = \$212.7K or 5% of \$4,253K.													
Impact Explanation (Use additional costs/cost avoidance to operate new project. Project completion decreases likelihood of unplanned emergent costs due to age related and weather events.)													
Impact on Operating Budget													
Annual Cost / Savings +													
Revenue													
Net Impact													
Thru 2019													
2020													
2021													
2022													
2023													
2024													
2025													
Total													
Project Costs													
Planning													
Engineering/Design													
Construction													
Inspections													
Other-Right-of-Way, Land													
Total Costs													
Source(s) of Funds													
General Fund													
GOs Issued													
Grant - Federal 80%													
Grant - State 15%													
Grant -													
Other													
Unfunded													
Total Sources													
Project Schedule													
Design/Permits													
Construction													
Finish													
Other													
Total Project Schedule (est.)				4,253.0									
TBD													

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2021-2025 Unfunded Projects

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-02	X											
Department				Project Title (Amounts in \$000's)									
DPW-Parks and Recreation				Park Water Features Modernization - Kiddie Spray Pad Installations at Pulaski and Spratt Parks									
Project Description (Define the project and improvements.)				Install Pulaski and Spratt Park spray pads. Replace kiddie pools with modern spray pads Modernizes family-centered water features in park spaces. Assures safety of younger children.									
Impact on Operating Budget				Impact Explanation Define and list annual costs to operate and maintain.									
Will				No impact to city operating budget. Maintenance by DPW carries over to new structures.									
Will Not				X									
Revenue													
Net Impact													
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction				\$ -	\$ 115.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115.0	\$ -	\$ -
Landscaping				\$ -	\$ 10.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.0	\$ -	\$ -
Equipment				\$ -	\$ 85.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85.0	\$ -	\$ -
Other Ph II				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Costs				\$ -	\$ 210.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210.0	\$ -	\$ -
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
Current Funds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Unissued				\$ -	\$ 210.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210.0	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sources				\$ -	\$ 210.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210.0	\$ -	\$ -

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Telephone:	

POC:	Brian Laffin
POC:	Chris Gent

Official Minutes of the Common Council Meeting of December 21, 2020

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-03	X		Project Title (Amount in \$ 000's)									
Department				Basketball/Tennis Court Resurfacing									
Dept of Public Works, Parks & Recreation				Account Nbr(s):									
Project Description (Define the project and improvements)				Spratt, Hulme, Pershing, King St basketball courts, and King St tennis court resurfacing. Improves quality of City of POY recreational spaces. Invites use. Renews recreation spaces. Repairs fencing at Spratt and King St parks.									
Impact on Operating Budget				Impact Explanation Define and list annual costs to operate & maintain.									
Will				DASNY Grants									
Will Not	X												
Annual Cost-/Savings +													
Revenue													
Net Impact													
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122.1	
Construction				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Landscaping				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - Resurfacing				\$ -	\$ 122.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122.1	
Total Costs				\$ -	\$ 122.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122.1	
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grant				\$ -	\$ 34.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grant				\$ -	\$ 88.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Unfunded				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Sources				\$ -	\$ 122.1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122.1	

POC: Brian Laffin
POC: Chris Gent

Telephone:
Telephone:

Column1
Spratt
Hulme
Pershing
King St
Total

Column2
37345
19220
24089
41407
122061

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-04		X										
Department:				Project Title (Amounts in \$ 000's)									
Dept of Public Works, Parks & Recreation				Spratt Park Recreation Improvements & Pool House Renovations									
Project Description (Define the project and improvements.)				Account Nbr(s):									
Relocate Spratt dog park, build ball field picnic area, renovate pool bldg and bath house. Improves access to new and bigger dog park. Creates picnic space adjacent to softball field by repurposing old dog park. Decommission current dog park. Relocate dog park to back of softball field. Renovate pool house interior and make exterior structural repairs. Re-open separate external bath room.													
Impact on Operating Budget				Impact Explanation Define and list annual costs to operate & maintain.									
Will				No additional costs.									
Will Not				Revenue									
				Net Impact									
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction				\$ -	\$ 25.0	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ 50.0	\$ -	\$ -
Landscaping Picnic Area				\$ -	\$ 5.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.0	\$ -	\$ -
Equipment - Fence				\$ -	\$ 5.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.0	\$ -	\$ -
Other - Pool Bldg Reno				\$ -	\$ 125.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125.0	\$ -	\$ -
Total Costs				\$ -	\$ 160.0	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ 185.0	\$ -	\$ -
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Unissued				\$ -	\$ 173.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 173.0	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sources				\$ -	\$ 173.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 173.0	\$ -	\$ -

POC:	Brian Laffin	Telephone:	
POC:	Chris Gent	Telephone:	
POC:	Joe Kane	Telephone:	

Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-05	X		Department									
Dept of Public Works, Parks & Recreation				Project Title (Amount in \$ 000's)									
Project Description (Define the project and improvements)				Install Dugouts and Replace Playground Structures									
Replace six aged dugouts. Parks: Pulaski (2), Eastman/Stitzel Field (2), Spratt (2). Replace and install new playground structures at Eastman, Bartlett, Spratt, and Pulaski parks. Install retaining wall at Eastman park play area.				Account Nbr(s):									
Impact on Operating Budget				Impact Explanation Define and list annual costs to operate & maintain.									
Will	Will Not	X		Annual Cost-/Savings +	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Impact				2020- DPW install concrete pads to accept dugouts. Labor to install concrete pads is a sunk cost ~\$3K. Normal non-extraordinary costs to maintain after installations.									
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construct - Installation	\$ -	\$ -	\$ -	\$ 14.0	\$ -	\$ 20.3	\$ 25.7	\$ 25.7	\$ 19.1	\$ 19.1	\$ 104.8	\$ -	\$ -
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ 107.1	\$ -	\$ -	\$ 56.0	\$ 70.5	\$ 70.5	\$ 52.8	\$ 356.9	\$ -	\$ -
Other - retaining wall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58.0	\$ -	\$ -	\$ -	\$ 58.0	\$ -	\$ -
Total Costs	\$ -	\$ -	\$ -	\$ 121.1	\$ -	\$ -	\$ 134.3	\$ 96.2	\$ 96.2	\$ 71.9	\$ 519.7	\$ -	\$ -
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total to Complete		
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Unissued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant - CD&G	\$ -	\$ -	\$ -	\$ 9.2	\$ -	\$ -	\$ 76.3	\$ 134.3	\$ 96.2	\$ 96.2	\$ 412.2	\$ -	\$ -
Grant - D&SNY	\$ -	\$ -	\$ -	\$ 111.9	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111.9	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sources	\$ -	\$ -	\$ -	\$ 121.1	\$ -	\$ -	\$ 76.3	\$ 134.3	\$ 96.2	\$ 96.2	\$ 524.1	\$ -	\$ -
Funding Sources:				1. General Fund \$ -									
				2. Grant D&SNY \$ 111.9									
				3. Grant CD&G \$ 311.6									
				4. Budget \$ -									
				5. Bond \$ -									
				Total Funded \$ 423.5									
				Unfunded \$ -									
				Project Total \$ 423.5									
				Other info: (location, related projects, etc.)									
				Mayor's Parks Initiative.									
				- 2020 6 Dugouts + concrete \$66K									
				- 2020 Pulaski play structure \$55.1K									
				- 2021 Bartlett play structure \$76.3K									
				- 2022 Eastman retaining wall \$58K									
				- 2023 Eastman play structure \$96.2K									
				- 2024 Spratt play structure \$71.9									
				Project Schedule									
				Design/Permits									
				Construction									
				Complete									
				Other									
				Total Project Schedule (est.)									
				4 yr 2mo									

POC	Brian Laffin	Telephone:
POC	Chris Gent / Tim Nevins	Telephone:

City of Poughkeepsie 2021-2025 Capital Project			
Page Nbr++	Project Nbr	New	Carryover
	20-06	X	
Department			
DPW Engineering, Development			
Project Description			
(Define the project and improvements.)			
Opens College Hill Park Victorian Reservoir Trail and renovates/re-opens Morgan Lake restrooms. Project enhances City of POK park connectivity to rail trail at two locations in Morgan Lake and College Hill Park. Reservoir trail provides new walking path and access to rear parcel of College Hill, adjacent to golf course and in close proximity to Dutchess rail trail. Existing Morgan Lake restroom structure requires interior and exterior renovations. Re-commissioned restroom at Morgan Lake will be used year round by recreational fisherman and others. Morgan Lake restroom project leverages immediate proximity to Dutchess rail trail and fish stocking practices by NY State DEC.			
Project Title (Amounts in \$ 000's)			
College Hill Park & Morgan Lake Infrastructure Improvements			
Account Nbr(s):			
Funding Sources (names):			
1. Greenway grant (trail)			
2. grant			
3. grant			
4. budget			
5. Bond			
Total Funded			
Unfunded			
Project Total			
Other info: (location, related projects, etc.)			
Mayor's Parks Initiative.			
• Victorian Reservoir Trail - 2020-2021			
• Morgan Lake Restroom 2020			

Official Minutes of the Common Council Meeting of December 21, 2020

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-24	X											
Department DPW				Project Title (Amounts in \$ 000's) Preserve Historic Park Monuments									
Project Description Preserve historic park monuments at Mansion Square Park and Soldiers Square. WWII monument at Mansion Square needs repointing and preservation. Soldiers Fountain spray features and plaster needs renovation. Some water features are in disrepair. Repair fountain plaster, piping, pumps. RFP Winter 2019/2020 to determine costs.				Impact Explanation List additional cost/cost avoidance to operate new project.									
Impact on Operating Budget				Impact Explanation List additional cost/cost avoidance to operate new project.									
Annual Cost - Savings +													
Revenue													
Net Impact													
Project Costs													
Design/Permitting													
Construction / Repair													
Landscaping													
Equipment													
Other													
Total Costs													
Sources of Funds													
Current Funds													
GO's Issued													
GO's Unissued													
Grant													
Grant													
Grant													
Other													
Unfunded													
Total Sources													

POC: Rich DuPitka
Telephone:

POC: Chris Gent
Telephone:

9/28/2020

Page Nbr		Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
20-01			X											
Department					Project Title (Amounts in \$ 000's)									
DPW-Parks and Recreation					Demo & Build New Pulaski Park Bath House									
Project Description (Define the project and improvements.) Demo/Rebuild Pulaski Bath House & Community Space. Ph I is an RFP solicitation in 2019. RFP will request facilitation of community input to determine scope and design. Ph II proceeds with permitting/construction, etc.					Account Nbr(s):									
Impact on Operating Budget					Impact Explanation Define and list annual costs to operate and maintain. Additional costs of upkeep are dependent upon design. The completed project is not expected to have significant impact on the operating budget									
Will	X	Annual Cost-/Savings +	\$ -							Funding Sources:				
Will Not		Revenue	\$ -							1. Bond \$ 750.00				
		Net Impact	\$ -							2. grant \$ -				
Project Costs					Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20.00	Total Funded	\$ 750.00	
Construction	\$ -	\$ 250.00	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550.00	Unfunded	\$ -	
Landscaping	\$ -	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00	Project Total	\$ 750.00	
Equipment	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	Other fees: (location, related projects, etc.)		
Other	\$ -	\$ -	\$ -	\$ 5.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.00			
Total Costs	\$ -	\$ 270.00	\$ -	\$ 480.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00			
Source(s) of Funds					Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued	\$ -	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00		
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Sources	\$ -	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	Total Project Schedule (est.)	24 mo

POC:	Chris Gent	Telephone:
POC:	Brian Laffin	Telephone:
POC:	R Duplka	Telephone:

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-08		X										
Department				Project Title (Amounts in \$ 000's)									
Dept of Public Works, Development				Kaal Rock Park Infrastructure - Phased Development									
Project Description				(Define the project and improvements)									
Careful development of Kaal Rock Park and constituent environs has the potential to become a centerpiece of outdoor enjoyment for City of POK residents and visitors alike. This project relies upon a multi-phased approach and is supported by cohesive design between infrastructure projects. The phased approach recognizes that sporadic and incremental funding will likely result in gaps between development projects and milestones. Phase I produces construction documents and permitting. The Phase II bridge connector is the centerpiece of the project. Phase III development focuses on Kaal Rock Point Park beautification.													
Impact on Operating Budget				Impact Explanation Use additional costs/lost revenues to operate new project.									
Will	TBD	Annual Cost - Savings +	TBD										
Will Not	TBD	Revenue											
		Net Impact											
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting		\$	\$ 550.0	\$	\$	\$	\$	\$	\$	\$	\$ 550.0	Total Funded	\$ 550.0
Construction		\$	\$	\$	\$	\$	\$	\$ 6,000.0	\$	\$ 3,000.0	\$ 9,000.0	Unfunded	\$ 9,000.0
Landscaping		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Project Total	\$ 9,550.0
Equipment		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Other Info: (location, related projects, etc.)	
Other		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Kaal Rock Infrastructure Development	
Total Costs		\$	\$ 550.0	\$	\$	\$	\$	\$ 6,000.0	\$	\$ 3,000.0	\$ 9,550.0	Phases	
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
Current Funds		\$	\$ 550.0	\$	\$	\$	\$	\$	\$	\$	\$ 550.0	* Ph I - \$ 550K Design/Permitting	
GOs Issued		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	* Ph II - \$6M Bridge Connector	
GOs Unissued		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	* Ph III - \$3M Kaal Rock Point	
Grant		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Project Schedule	Start
Grant		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Design/Permits	Dec-20
Grant		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Construction	
Other		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Finish	
Unfunded		\$	\$	\$	\$	\$	\$	\$ 6,000.0	\$	\$ 3,000.0	\$ 9,000.0	Other	
Total Sources		\$	\$ 550.0	\$	\$	\$	\$	\$ 6,000.0	\$	\$ 3,000.0	\$ 9,550.0	Total Project Schedule (est.)	

POC: Paul Hesse
Telephone:

POC:
Telephone:

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-09		X										
Department				Project Title (Amounts in \$ 000's)									
Planning, DPW - Engineering				Market Street Connect									
Project Description				(Define the project and improvements.)									
Market Street, between Church and Mill Streets, faces a number of problems, including but not limited to deteriorated road surface conditions, one-way directionality that leads to excessive speeding and disorientation for new or infrequent visitors, and a high propensity for vehicle and pedestrian conflicts. This project aims to address each of these issues by converting Market Street to a narrow bi-directional street, including one drive lane in each direction, turning pockets at each intersection and curb extensions in key locations, along with possible separated bike lanes. The street will be improved with new signals, signage and striping. A two-way conversion to Market Street has been extensively considered over the last 15 years, most recently through the Poughkeepsie City Center Connectivity Project (PCCCP). The PCCCP focused on Market Street as a potential model for complete streets-style interventions and conversion to bi-directionality that might be replicated on other downtown streets. Making these improvements to Market Street would not only address safety issues in this busy pedestrian area of the city, but it would also create a less confusing driving experience, resulting in less vehicle miles traveled and reducing greenhouse gas emissions.													
Impact on Operating Budget				Impact Explanation (Use additional costs/cost avoidance to operate new project. The impact to operating budget should be neutral. A street to two-way should require no more and no less maintenance than a one-way street.)									
Will		Annual Cost-/Savings +	\$ -	2020	2021	2022	2023	2024	2025	Total			
Will Not	X	Revenue	\$ -										
		Net Impact	\$ -										
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting		\$ -	\$ -				\$ 216.0	\$ -	\$ -	\$ -	\$ 216.0	Unfunded	\$ 1,285.6
Construction		\$ -	\$ -				\$ 955.0	\$ -	\$ -	\$ -	\$ 955.0	Project Total	\$ 1,285.6
Landscaping		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Equipment		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Other		\$ -	\$ -				\$ 114.6	\$ -	\$ -	\$ -	\$ 114.6		
Total Costs		\$ -	\$ -				\$ 1,285.6	\$ -	\$ -	\$ -	\$ 1,285.6		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Current Funds		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Grant		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Grant		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Grant		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Other		\$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded		\$ -	\$ -				\$ 1,285.6	\$ -	\$ -	\$ -	\$ 1,285.6	Other	
Total Sources		\$ -	\$ -				\$ 1,285.6	\$ -	\$ -	\$ -	\$ 1,285.6	Total Project Schedule (est.)	Nov-21

Funding Sources Totals :

1. Grants	\$ -
2. Budgeted Funds	\$ -
3. Bonding	\$ -
4. Other	\$ -
Total Funded	\$ -
Unfunded	\$ 1,285.6
Project Total	\$ 1,285.6

Other Info: location, related/dependent projects, etc.
Budget Includes \$216k for ROW survey and mapping, preliminary and final design; \$955k for construction; and \$114.6k for construction inspection. Project schedule is based on project initiation of Q1 2020.

Project Schedule	Start	Finish
Design/Permits	Jun-20	Feb-21
Construction	Jul-21	Nov-21
Finish		
Other		
Total Project Schedule (est.)		Nov-21

Official Minutes of the Common Council Meeting of December 21, 2020

Telephone:	x4106
Telephone:	x4058

POC:	Paul Hesse
POC:	Joe Chenier

City of Poughkeepsie 2021-2025 Capital Project			
Page Nbr	Project Nbr	New	Carryover
	20-10	X	
Department Planning, Engineering, DPW			
Project Title (Amounts in \$ 000's) College Hill Cistern			
Project Description (Define the project and improvements.)			
The Cistern project will decommission the city's 1920s-era below ground reservoir and repurpose the space for public use. Once the facility is no longer in use and the water is drained, an inspection of the facility will be conducted to evaluate the structural integrity of the walls and roof. Two new entrances will be created, and additional means of egress will be studied per public assembly requirements. Other improvements as needed. Cistern project is funded with 75% grants and requires a 25% contribution from the City of POC. \$340 federal grant of \$140K for construction and repurposing. \$75K work design grant awarded in 2020 funded through Financial Restructuring Board (FRB).			
Impact on Operating Budget			
Will	Annual Cost -/Savings +	TBD	
		Revenue	
Will Not			
Net Impact			
Project Costs	Thru 2019	2020	2021
Design/Permitting	\$ 75.0	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Landscaping	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total Costs	\$ 75.0	\$ -	\$ -
Sources(s) of Funds			
Operating Funds	Thru 2019	2020	2021
GOs Issued	\$ -	\$ 18.7	\$ -
GOs Unissued	\$ -	\$ -	\$ -
Grant	\$ -	\$ 56.3	\$ -
Grant	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -
Total Sources	\$ -	\$ 75.0	\$ -
Impact Explanation Use additional costs/cost avoidance to operate new project.			
TBD			
Total			
Design/Permits	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Finish	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total Project Schedule (est.)	\$ -	\$ -	TBD
Account Nbr(s):			
Funding Sources Totals:			
1. Grants	\$ -	\$ -	\$ -
2. Budgeted Funds	\$ -	\$ -	\$ -
3. Bonding	\$ -	\$ -	\$ -
4. Other	\$ -	\$ -	\$ -
Total Funded	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -
Project Total	\$ -	\$ -	\$ -
Other Info: location, related/dependent projects, etc.			
Notional PH I is a design study with PH II reconstruction dependent upon repurposing and design.			
Project Schedule			
Start	Finish	Jan-21	
Design/Permits			
Construction			
Finish			
Other			
Total Project Schedule (est.)		TBD	

POC:	Paul Hesse
POC:	Greg Bolner

Telephone:	X4106
Telephone:	X4021

POC: Paul Hesse
Telephone: X4106

POC: Greg Bolner
Telephone: X4021

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
Department				Project Title (Amounts in \$ 000's)									
Engineering/DPW				Rebuild Lincoln Soccer Field									
Project Description (Define the project and improvements.)				Account Nbr(s):									
Lincoln Soccer field will be excavated due to related improvements on combined sewer lines. All costs TBD. The excavation for storm sewer separation was done in 2009 as part of Pine St. Storm Sewer Separation project. In 1999 the City solicited bids for the purpose of re-grading the soccer fields at Lincoln Park. Subdrainage and water distribution items were bid as alternates. The proposed project would install 1% pitched crown and allow runoff to drain to the proposed and existing structures. The bids were not awarded. The low bid in 1999 was \$205,015 or to \$316,000 in 2019 dollars (this is an average inflation rate of 2.20% and cumulative inflation of 54.28%). Other improvements could include lighting and seating.													
Impact on Operating Budget				Impact Explanation (Use additional costs/just avoidance to operate new project.									
TBD				Costs and sources of funds TBD.									
Annual Cost -/Savings +													
Revenue													
Net Impact													
Project Costs				Total									
Thru 2019				2021									
2020				2022									
2023				2024									
2025				2026									
Design/Permitting				\$ -									
Construction				\$ -									
Landscaping				\$ -									
Equipment				\$ -									
Other				\$ -									
Total Costs				\$ -									
Source(s) of Funds				Total Needed to Complete									
Fund - (Name)				2021									
2020				2022									
2023				2024									
2025				2026									
GDS Issued				\$ -									
GDS Unissued				\$ -									
Grant				\$ -									
Grant				\$ -									
Grant				\$ -									
Grant				\$ -									
Other				\$ -									
Unfunded				\$ -									
Total Sources				\$ -									
Summary of Funding Sources:													
1. Total Grants				\$ -									
2. Total from Funds -				\$ -									
3. Total Bonding				\$ -									
4. Total Other				\$ -									
Total Unfunded				\$ -									
Project Total				\$ -									
Other Info: location, dependent projects, etc.													
The 2019 did not include any lighting improvements or a spectator buffer area.													
Project Schedule				Start									
Design/Permits													
Construction													
Finish													
Other													
Total Project Schedule (est.)													

POC: R Dupilka
Telephone: C Gent

POC: R Dupilka
Telephone: C Gent

Page Nbr	Project Nbr	New	Approved
	20-45	X	
Department Engineering			
Project Title (Amounts In \$ 000's) Academy Street Historic District: Lighting Upgrades and Infrastructure Evaluation			
Account Nbr(s):			
Project Description (Define the project and improvements.) Evaluate concepts and associated costs to improve and restore sidewalks, curbing, and lighting in Academy St historic district. Funding source 25% grants and 75% bonding.			
Impact Explanation (Unadditional costs/cost avoidance to operate new project.)			
Impact on Operating Budget			
Will	Annual Cost - /Savings +	2020	2021
Will Not	Revenue		
Net Impact			
Project Costs			
Design/Permitting	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Landscaping	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Other - Conceptual Plan/Eval	\$ -	\$ 225.0	\$ -
Total Costs	\$ -	\$ 225.0	\$ -
Source(s) of Funds			
Fund - (Name)	\$ -	\$ -	\$ -
GOs Issued	\$ -	\$ -	\$ -
GOs Unissued	\$ -	\$ 168.8	\$ -
Grant	\$ -	\$ 56.2	\$ -
Grant	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -
Total Sources	\$ -	\$ 225.0	\$ -
Summary of Funding Sources:			
1. Total Grants	\$ -	\$ -	\$ 56.2
2. Total from Funds -	\$ -	\$ -	\$ -
3. Total Bonding	\$ -	\$ -	\$ 168.8
4. Total Other	\$ -	\$ -	\$ -
Total Funded	\$ -	\$ -	\$ 225.0
Total Unfunded	\$ -	\$ -	\$ -
Project Total	\$ -	\$ -	\$ 225.0
Other Info: location, dependent projects, etc.			
Project Schedule			
Design/Permits	Start	Finish	
Construction			
Finish			
Other			
Total Project Schedule (est.)			TBD

POC: _____

ISC: _____

R Duplila _____

Telephone: _____

Telephone: _____

[illegible]

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-12	X											
Department				Project Title (Amounts in \$ 000's)									
Police, Finance-IT				Improve Protections for People and Data at City Hall									
Project Description				(Below the project and improvements.)									
Adds secure access points at City Hall. Enhances safety/security for employees and visitors at City Hall. Protects data and data center. Creates disaster recovery plan. Institutes compliance with disaster recovery standards. Installs electronic access at four server rooms in CH. Reduces vulnerability to data corruption; abandons obsolete IT and security equipment and reduces vulnerability of data.													
Impact on Operating Budget				Impact Explanation (See additional costs/cost avoidance to operate new project.)							Account Nbr(s):		
Will		Annual Cost-/Savings +	\$ -	2021	2022	2023	2024	2025	Total				
Will Not		Revenue	\$ -										
		Net Impact	\$ -										
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Construction - Installation				\$ -	\$ -	\$ -	\$ 30.0	\$ -	\$ -	\$ -	\$ 30.0		
Consulting - Recovery Plan				\$ -	\$ 30.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30.0		
Equipment				\$ -	\$ -	\$ -	\$ 30.0	\$ 30.0	\$ -	\$ -	\$ 60.0		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Costs				\$ -	\$ 30.0	\$ -	\$ 60.0	\$ 65.0	\$ -	\$ -	\$ 155.0		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded				\$ -	\$ 30.0	\$ -	\$ 60.0	\$ 65.0	\$ -	\$ -	\$ 155.0		
Total Sources				\$ -	\$ 30.0	\$ -	\$ 60.0	\$ 65.0	\$ -	\$ -	\$ 155.0		

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-16	X		Project Title (Amounts in \$ thousands)									
Department: Police				Routine Replacement of Police Department Vehicles									
Project Description				(Define the project and improvements)									
Planned replacement of aged/aging police vehicles aligns with Administration's ongoing initiative to fully staff Police Department and provide tools and equipment needed to improve safety and protection of City of POK citizens and infrastructure. Routine replacement of police vehicles is required to ensure provision of public safety services. 65% of Police vehicles are over 10 years old in 2019. Best practice replacement cycle for public safety vehicles is 5 years. This capital investment project uses a hybrid lease/buy approach to overcome high costs of maintenance and repair of aged fleet. Vehicle replacement surge in 2020/2021 is required to overcome high costs of current maintenance/repair cycles and to maximize support for PD that is fully staffed with uniformed positions for first time in recent years. Lease/buy plan smoothes high cost of immediate investment needed to support departmental public safety goals.				Account Nbr(s):									
Summary of Funding Sources:				1. Total Grants \$ -									
				2. Total General Funds \$ 50.0									
				3. Total Short Term Borrowing \$ 205.0									
				4. Total Other \$ -									
				Total Funded \$ 255.0									
				Total Unfunded \$ 206.0									
				Project Total \$ 461.0									
Impact on Operating Budget				Impact Explanation (Use additional costs/cost avoidance to operate new project. Impacts include reduced maintenance costs and reduced down time for aged/aging fleet of police vehicles.)									
Will X													
Will Not													
Net Impact													
Project Costs													
Design/Permitting													
Construction													
Buy New													
Lease Obligations													
Other - end-of-lease purchases													
Total Costs													
Sources(s) of Funds													
General Fund - purchases													
EOS Issued													
Short term debt contract - lease													
Grant													
Grant													
Grant													
Other - off lease purchase													
Unfunded													
Total Sources													

Telephone: _____
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POC: Capt Rich Wilson
POC: Chief of Police Tom Pape

Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-44	X		Project Title (Amounts in \$ 000's)									
Department				Capital Repairs to College Hill Repeater Shack									
Fire Department				Account Nbr(s):									
Project Description: (Define the project and improvements.)				Capital Improvements are needed to install a propane generator with automatic transfer switch, install HVAC, rear/replace fence, insulate interior space, and paint exterior.									
Impact on Operating Budget				Impact Explanation (List additional costs/cost avoidance to operate new project.)									
Will				TBD									
Will Not													
Annual Cost -/Savings +													
Revenue													
Net Impact													
Project Costs				Total									
Design/Permitting													
Construction													
Landscaping													
Equipment													
Other													
Total Costs				120.0									
Source(s) of Funds				Total Needed to Complete									
Fund - General													
GOs Issued													
GOs Unissued													
Grant													
Grant													
Grant													
Other													
Unfunded													
Total Sources				120.0									
Summary of Funding Sources:													
1. Total Grants													
2. Total from Funds -													
3. Total Bonding													
4. Total Other													
Total Funded													
Total Unfunded				120.0									
Project Total				120.0									
Other Info: location, dependent projects, etc.													
Estimates: Propane generator w/ auto \$30K; HVAC \$30K; fence \$20K; insulation/paint \$40K.													
Project Schedule				Start									
Design/Permits													
Construction est													
Finish est													
Other													
Total Project Schedule (est.)				TBD									

POC:	Joe Franco
Telephone:	
POC:	C Gent
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POC:	R Duplik
Telephone:	

Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-46	X		Sanitation Services Vehicles and Equipment									
Project Description (Define the project and improvements.)				Project Title (Amounts in \$ 000's)									
This project calls attention to the results of the 2020 sanitation study. Significant findings include the necessity for capital planning of all sanitation vehicles and equipment. Survey results of citizens follow in late 2020. The study finds that rates have not kept pace with actual costs. Legacy equipment contributes to higher than normal costs and contributes to higher than industry average workers compensation losses. Capital outlays to modernize collection equipment and garbage cans are needed as part of a call to action to balance costs that are expected to continue to exceed fund revenues. Possible FRB funding.				Sanitation Services Vehicles and Equipment									
Account Nbr(s):													
Impact on Operating Budget				Impact Explanation (See additional costs/cost avoidance to operate new project.)									
Will				Summary of Funding Sources:									
Will Not				1. Total Grants									
				2. Total from Funds -									
				3. Total Bonding									
				4. Total Other									
				Total Funded									
				Total Unfunded									
				Project Total									
				Other Info: location, dependent projects, etc.									
Project Costs				Total Needed to Complete									
Design/Permitting				2021									
Construction				2022									
Landscaping				2023									
Equipment				2024									
Other				2025									
Total Costs				Total									
Source(s) of Funds				Total Needed to Complete									
Fund - (Name)				2021									
GOs Issued				2022									
GOs Unissued				2023									
Grant				2024									
Grant				2025									
Grant													
Grant													
Other													
Unfunded													
Total Sources													
				Project Schedule									
				Start									
				Finish									
				Design/Permits									
				Construction									
				Finish									
				Other									
				Total Project Schedule (est.)									
				TBD									

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Page Nbr		Project Nbr	New	Approved
		20-17	X	
Department				
City of Poughkeepsie 2021-2025 Capital Project Project Title: Howard St Transfer Station (Amounts in \$ 000's)				
Project Description Multi-phase project rehabs garages and maintenance areas for trucks, plows, ready room, and city impound lot. Ph I RFP for professional services will define construction scope, architect/project engineering, and construction management requirements. Ph II TBD funding for rehab/demo.				
Impact on Operating Budget Will Will Not X Annual Cost-/Savings + Revenue Net Impact 2020 2021				
Impact Explanation: Use additional costs/cost avoidance to operate new project. Eliminates annual cost to lease DPW operations/admin trailers (\$50).				
Summary of Funding Sources 1. Total Grants 2. Total General Funds 3. Total Bonding 4. Total Other Total Funded Total Unfunded Project Total \$ - \$ - \$ - \$ - \$ - \$ 1,950.0 \$ 1,950.0				
Account Nbr(s):				
Other Info: location, dependent projects, etc.				
Project Costs Design/Engineering Construction est Landscapeing Equipment Other Total Costs Thru 2019 2020 2021 2022 2023 2024 2025 Total \$ - \$ 150.0 \$ - \$ 900.0 \$ - \$ - \$ - \$ 150.0				
Source(s) of Funds General Fund GOs Issued GOs Unissuet Grant Grant Grant Other Unfunded Total Sources Thru 2019 2020 2021 2022 2023 2024 2025 Total Needed to Complete \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -				
Project Schedule Design/Engineering Construction Finish Other Total Project Schedule (est.) Start 1,950.0 1,950.0				
Finish 2 yrs				

POC: C.Gent

Telephone:

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-18		X										
Department				Project Title (Amount in \$ 000s)									
Dept of Public Works - Streets, Sanitation, Parking				Vehicles and Equipment for City Services									
Project Description				(Define the project and improvements.)									
Replacement of DPW vehicles and equipment that support delivery of City of POK services. Replacement plans anticipate and reduce or eliminate unplanned expenditures that have cascading negative impacts to other elements of the city's budget. Replaces ad hoc expenditures for unplanned leases and costly maintenance of vehicles and equipment beyond their useful life. Plan improves reliability of city services.													
Impact on Operating Budget				Impact Explanation (Use additional cost/cont avoidance to operate new project.)									
Annual Cost - Savings +				Eliminates costly unplanned expenditures.									
Will				2020	2021	2022	2023	2024	2025	Total			
Will Not				Revenue									
				Net Impact									
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Sanitation Truck				\$ -	\$ 220.0	\$ -	\$ 220.0	\$ -	\$ -	\$ -	\$ 440.0	\$ 220.0	\$ -
Street Sweeper				\$ -	\$ 200.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.0	\$ 220.0	\$ -
10 Wheel Dump/Plow Truck				\$ -	\$ -	\$ -	\$ -	\$ 239.0	\$ -	\$ 239.0	\$ 239.0	\$ 220.0	\$ -
Dump Truck \$100K & Backhoe \$102K				\$ -	\$ -	\$ -	\$ 102.0	\$ -	\$ 100.0	\$ -	\$ 202.0	\$ 244.0	\$ -
6 Wheel Dump/Plow Truck				\$ -	\$ 122.0	\$ -	\$ -	\$ -	\$ -	\$ 122.0	\$ 122.0	\$ 244.0	\$ -
Total Costs				\$ -	\$ 542.0	\$ -	\$ 322.0	\$ 239.0	\$ 100.0	\$ 361.0	\$ 1,564.0	\$ 1,564.0	\$ -
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOs Unissued				\$ -	\$ 220.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220.0	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other				\$ -	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180	\$ -	\$ -
Unfunded				\$ -	\$ 542.0	\$ -	\$ 322.0	\$ 239.0	\$ 100.0	\$ 361.0	\$ 1,564.0	\$ -	\$ -
Total Sources				\$ -	\$ 762.0	\$ -	\$ 322.0	\$ 239.0	\$ 100.0	\$ 361.0	\$ 1,784.0	\$ 1,784.0	\$ -

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Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-18a	X		Project Title (Amounts in \$ 000's) Parking Division - Vehicles									
Department DPW - Parking Division				Account Nbr(s):									
Project Description (Define the project and improvements.) This plan recommends the purchase or lease of 1 EV parking enforcement vehicle in 2021, followed by 1 EV enforcement vehicle in 2022. This project replaces aged vehicles in parking division that support the goal of the City's parking improvement plan initiated by the Dutchess County Transportation planning analysis (2017); i.e., to ensure that the City's parking system is being operated and managed in an efficient manner. At least two parking enforcement vehicles are past their useful life and have been out of commission between 20% and 30% of working hours which negatively impacts parking enforcement. Parking Division uses 9 vehicles including 3 pick-up trucks that are shared within DPW with Sanitation Division. The sharing arrangement puts vehicles where they are needed seasonally, in winter in Sanitation and Parking for snow removal, and in the summer in Parking for lot maintenance. Four additional parking enforcement vehicles are 4-15 years old. Parking enforcement vehicles are used 8 to 10 hours per day 5 days a week. NY has small grants available for electric vehicles. Rebates may be available up to \$2000 per purchase or \$5000 per lease. An inventory of electric and gas powered vehicles employs a gradual and cost effective approach to increase the city's participation in the NY Climate Smart Communities program and lower the city's carbon footprint.				Impact Explanation (Use additional lines/last worksheet to operate new project.)									
Impact on Operating Budget				Summary of Funding Sources:									
Will	X	Annual Cost - Savings +	\$ -	1. Total Grants	\$ -	2. Total from Funds -	\$ -	3. Total Bonding	\$ -	4. Total Other - Rebates	\$ -	5.00	4.00
Will Not		Revenue	\$ -	6. Total Other - Rebates	\$ -	7. Total Other - Rebates	\$ -	8. Total Other - Rebates	\$ -	9. Total Other - Rebates	\$ -	10.00	10.00
Project Costs				Project Total									
Design/Permitting				Total Unfunded									
Construction				Project Total									
Landscaping				Other Info: All 3 pickups are in poor condition and more than 10 years old and are addressed in DPW CIP 20-18.									
Equipment				Current parking enforcement cars include a 2016 and 2012 Ford Focus, a 2006 Acura TSX (from impound), and a 2005 Saab 9-5.									
Other				Total Needed to Complete									
Total Costs				Total Project Schedule (est.)									
Sources(s) of Funds				Project Schedule									
General Fund				Design/Permits									
BOS Issued				Construction									
BOS Unissued				Finish									
Grant				Other									
Grant				Total Project Schedule (est.)									
Grant													
Grant													
Other - Rebates													
Unfunded													
Total Sources													

POC: Daniel VonKoblauch
Telephone: _____

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 201-2025 Capital Project											
	20-36	X		Department											
				Project Title (Amounts in \$ 000's) Electric Vehicle (EV) Charging Stations											
				Account Nbr(s):											
Project Description (Define the project and improvements.) NYSERDA offers \$8000 rebates per dual-port EV charger installed. Rebate program may be extended through 2021. Each installation includes the purchase of a charging station and any equipment needed for the site. Rebate terms require NYSERDA approved chargers and installers. City of POK will use model CT4000 offered by ChargePoint. The project increases the City's participation in the NY Climate Smart Communities program. Charging stations generate revenue for the City. Locations: 2020 - N Water St (2), Academy St (2), Conklin St (2).				Impact Explanation (List additional costs/cost avoidance to operate new project. Funding is a reimbursable grant. Current plan is dependent upon NYSERDA grants. Project will be re-evaluated if NYSERDA grants are discontinued.)											
Impact on Operating Budget				Summary of Funding Sources:											
Will	Will Not	X		Annual Cost -/Savings +	2021	2022	2023	2024	2025	Total	1. Total Grants	\$	26.4		
				Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2. Total from Funds -	\$ -	-		
				Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3. Total Bonding	\$ -	-		
				Project Costs	Thru 2019	2020	2021	2022	2023	2024	2025	Total	\$	64.00	
				Design/Permitting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Funded	\$	90.4
				Construction	\$ 18.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Unfunded	\$	28.0
				Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Project Total	\$	118.4
				Equipment	\$ 28.0	\$ 36.6	\$ -	\$ 36.6	\$ -	\$ -	\$ -	\$ -	Other Info: location, dependent projects, etc.		
				Other - Installation	\$ -	\$ 8.6	\$ -	\$ 8.6	\$ -	\$ -	\$ -	\$ -	Locations: 2020 - N Water St (2), Academy St (2), Conklin St (2).		
				Total Costs	\$ 46.0	\$ 45.2	\$ -	\$ 45.2	\$ -	\$ -	\$ -	\$ -	Lot (2); 2021 - Garden St (2), Conklin St (2). Separate project: Liberty St (2). Installed in 2019: Main St Duro Lot (2), Fin Plaza Dec (2).		
				Source(s) of Funds	Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete			
				Fund	\$ 14.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26.4	Project Schedule	Start
				GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Design/Permits	Jan-20
				GOs Unissued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Construction	
				Grant - NY State	\$ -	\$ 13.2	\$ -	\$ 13.2	\$ -	\$ -	\$ -	\$ -	\$ -	64.0	Finish
				Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Other	
				Grant	\$ 32.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	90.4	Total Project Schedule (last.)
				Other - Rebate	\$ -	\$ 32.0	\$ -	\$ 32.0	\$ -	\$ -	\$ -	\$ -	\$ -		
				Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
				Total Sources	\$ 46.0	\$ 45.2	\$ -	\$ 45.2	\$ -	\$ -	\$ -	\$ -	\$ -		
				Telephone: _____ Telephone: _____											
				POC: Daniel Vontknolauch POC: _____											

POC: Daniel VonKnoblauch
Telephone:

POC: Daniel VonKnoblauch
Telephone:

Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-40	X											
Department				Project Title (Amounts in \$ 000's)									
Development Services - Planning				City of Poughkeepsie Bicycle Infrastructure Project									
Project Description (Define the project and improvements.)				Account Nbr(s):									
The bicycle infrastructure project proposes to implement a pilot project that would physically mark a portion of the city's existing bicycle route network. Specifically, we propose to stencil "sharrows" – shared lane markings – and install signs and bike racks on four of the city's bicycle routes: the Northside Bicycle Route, the North-South Bicycle Route, the City Transit Route, and the Cherry-Cannon Route. These four bicycle routes offer east-west and north-south access for bicyclists, intersecting through the city center, and ultimately connecting to several major assets in the city, including the Metro-North/Amtrak Station, Walkway Over the Hudson, Vassar College and the Regional Transit Hub on Market Street. In addition, the project proposes a two-way cycle track on the portion of the City Transit Route along Hooker Avenue between Montgomery Street and S. Grand Avenue. A two-way cycle track is a physically separated facility that allows bicycle movement in both directions on one side of the street.													
Impact on Operating Budget				Impact Explanation (List additional costs/cost avoidance to operate new project. Project does not require any extraordinary maintenance costs after project initiation.)									
Will	Annual Cost-/Savings +	2020	2021	2022	2023	2024	2025	Total	Summary of Funding Sources:				
Will Not	Revenue								1. Total Grants	\$	-		
	Net Impact								2. Total from Funds -	\$	-		
									3. Total Bonding	\$	-		
									4. Total Other	\$	-		
Project Costs	Thru 2019	2020	2021	2022	2023	2024	2025	Total	Total Funded	\$	-		
Design/Permitting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Unfunded	\$	70.0		
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Project Total	\$	70.0		
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Other Info: location, dependent projects, etc.				
Equipment	\$ -	\$ 20.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20.0					
Other	\$ -	\$ 50.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.0					
Total Costs	\$ -	\$ 70.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.0					
Source(s) of Funds	Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete					
Fund - (Name)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
GOs Unissued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Unfunded	\$ -	\$ 70.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.0					
Total Sources	\$ -	\$ 70.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70.0	Total Project Schedule (est.)				

POC: P Hesse
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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-35		X										
Department Public Works				Project Title (Amounts in \$ 000's) Water System Improvement - Valve Maintenance Program									
Project Description Reinstates valve maintenance program to improve and maintain water system reliability. Project benefits from College Hill Reservoir project nearing completion that precedes the necessity for revitalization of the city's water transmission system. Priority projects: Main St. South Ave, Marshall, Market St. pending results of large meter testing program. Funding from water fund pending availability.				Account Nbr(s):									
Impact on Operating Budget				Impact Explanation (List additional costs/cost avoidance to operate new project.)									
Will	X	Annual Cost	Savings +	2019	2020	2021	2022	2023	2024	2025	Total		
Will Not		Revenue	-										
Net Impact													
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance/Replacement				\$ -	\$ 200.0	\$ -	\$ 200.0	\$ 200.0	\$ 200.0	\$ 200.0	\$ 1,000.0		
Landscaping				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Costs				\$ -	\$ 200.0	\$ -	\$ 200.0	\$ 200.0	\$ 200.0	\$ 200.0	\$ 1,000.0		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
Water Fund				\$ -	\$ 200.0	\$ -	\$ 200.0	\$ 200.0	\$ 200.0	\$ 200.0	\$ 1,000.0		
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Sources				\$ -	\$ 200.0	\$ -	\$ 200.0	\$ 200.0	\$ 200.0	\$ 200.0	\$ 1,000.0		
Summary of Funding Sources:													
1. Total Grants				\$ -									
2. Total Water Fund				\$ 1,000.0									
3. Total Bonding				\$ -									
4. Total Other				\$ -									
Total Funded				\$ 1,000.0									
Total Unfunded				\$ -									
Project Total				\$ 1,000.0									
Other Info: location, dependent projects, etc.													
Project Schedule													
Design/Permits													
Construction													
Finish													
Total Project Schedule (est.)				Annual									

POC: C.Gent
Telephone: POC: Telephone:

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-21		X										
Department Engineering				Project Title (Amounts in \$ 000's) Morgan Lake Dam Spillway Evaluation and Construction									
Project Description (Define the project and improvements.) Consultant is evaluating the hydraulic capacity of the existing spillway and will produce conceptual plans to ultimately construct an auxiliary spillway. Spillway must be capable of passing the probable maximum flood capacity. PO 2018-275 for \$12,100 was opened, and \$10,600 expended in 2018. Per NY State Dept of Environmental Conservation (NYSDEC) inadequate spillway capacity (identified in 2015 Engineering Assessment) is a serious deficiency and must be corrected. Alternate spillway designs were proposed in 2018 and need to be evaluated. Preferred alternate design and construction documents (Plans, Specs and Engineer's Estimate) need to be prepared. If funded, design could occur in 2019-2020 and construction could begin in 2021.				Account Nbr(s):									
Impact on Operating Budget				Impact Explanation (Use additional costs/cost avoidance to operate new project.)									
Will				No grants currently available.									
Will Not													
Annual Cost -/Savings +													
Revenue													
Net Impact													
Project Costs				Summary of Funding Sources:									
Thru 2019				1. Total Grants \$ -									
2020				2. Total General Funds \$ -									
2021				3. Total Bonding \$ -									
2022				4. Total Other \$ -									
2023				Total Funded \$ -									
2024				Total Unfunded \$ 550.0									
2025				Project Total \$ 550.0									
Total Costs				Other Info: location, dependent projects, etc.									
Thru 2019				Ph I - Evaluation									
2020				Ph II - Construct auxiliary spillway									
2021				Total Needed to Complete									
2022													
2023													
2024													
2025													
Source(s) of Funds													
General Fund													
GOs Issued													
GOs Unissued													
Grant													
Grant													
Grant													
Other													
Unfunded													
Total Sources				Total Project Schedule (est.)									
Thru 2019													
2020													
2021													
2022													
2023													
2024													
2025													
Project Schedule				Start									
Design/Permits				Finish									
Construction													
Finish													
Other													
Total Sources				550.0									

Telephone: x4058
Telephone: x4069

POC: J Chenier
POC: R DuPila

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Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-31		X										
Department Engineering				Project Title (Amounts in \$ 000's) College Hill Reservoir Dam									
Project Description Project conducts an engineering assessment (EA) and design to construct a flood spillway. Assessment is required according to NYSDEC class B dam regulations and is currently in violation. (NYSDEC violation letter available.) Contract awarded to Maser Consulting for Engineering Assessment for \$28,200 August 1, 2019. Project funds additional improvements to spillway at College Hill Reservoir Project to achieve conformance with NY Dam Safety Regulations. Spillway modifications require additional design and construction in 2020 and 2021. Design and Construction costs will need to be refined after engineering assessment (EA) and evaluation of spillway.				Account Nbr(s):									
Impact on Operating Budget				Impact Explanation (Use additional cost/leave avoidance to operate new project)									
Will													
Will Not													
Annual Cost-/Savings +													
Revenue													
Net Impact													
				2021	2022	2023	2024	2025	Total				
Project Costs				Thru 2019	2020								
Design/Engineering				\$ 28.2	\$ 20.0	\$ -	\$ -	\$ -	\$ -	\$ 48.2	Total Unfunded	\$ 100.0	
Construction est				\$ -	\$ -	\$ 80.0	\$ -	\$ -	\$ -	\$ 80.0	Project Total	\$ 100.0	
Landscaping				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Costs				\$ 28.2	\$ 20.0	\$ 80.0	\$ -	\$ -	\$ -	\$ 128.2			
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded				\$ -	\$ 20.0	\$ -	\$ 80.0	\$ -	\$ -	\$ -	\$ 100.0	Total Project Schedule (est.)	
Total Sources				\$ -	\$ 20.0	\$ -	\$ 80.0	\$ -	\$ -	\$ -	\$ 100.0		
Summary of Funding Sources:													
1. Total Grants				\$ -									
2. Total General Funds				\$ -									
3. Total Bonding				\$ -									
4. Total Other				\$ -									
Total Unfunded				\$ -									
Project Total				\$ 100.0									
Other info: location, dependent projects, etc.													
Project Schedule				Start									
Design/Permits				Finish									
Construction				Dec-21									
Finish TBD													
Other													

Telephone: x4069
Telephone: x4058

POC: R Duplila
POC: J Chenier

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
	20-33		X										
Department: Engineering				Project Title: (Amounts in \$ 000's) Columbia, Montgomery and Beechwood CSO Improvements									
Project Description				(Outline the project and improvements.)									
Future CWSRF grant application includes storm sewer separation on Montgomery St. between Academy St. and Lincoln Ave. Project is an extension of Pine St. storm sewer. The 36" storm sewer at the Columbia Street crossover will be extended 175' as part of Caremount Medical's Parking Lot project. An additional 300' of 36" storm sewer, 150' of 12" storm sewer and 5 catch basins will be installed as part of the Marist/Vassar Medical School project. This will allow for future separation projects at Lincoln Ave, Franklin Ave. and Dean Pl. The storm separation done by Caremount and Marist/Vassar Medical School will be done at no cost to City. These projects will abate CSOs at Pine St. and Pine St. Pump Station CSO regulators. Improvements at these locations will reduce CSO events as required by the City SPDES permit and the approved long term control plan. (A storm sewer separation has been contemplated in the area of Beechwood Ave., Sharon Dr. and Alden Rd. Preliminary designs have been done in-house by Engineering. All phases of this project are unfunded.)													
Impact on Operating Budget				Impact Explanation Use additional cost/cost avoidance to operate new project. Project will improve Hudson River water quality. Impact dependent upon grants.									
Will				2021	2022	2023	2024	2025	Total				
Will Not													
Annual Cost -/Savings +				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Revenue				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Net Impact				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Engineering				\$ -	\$ 54.1	\$ -	\$ 80.0	\$ -	\$ 40.0	\$ -	\$ 254.1	Total Funded	\$ -
Construction				\$ -	\$ 270.3	\$ -	\$ -	\$ -	\$ 533.3	\$ -	\$ 803.6	Total Unfunded	\$ -
Landscaping				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Project Total	\$ -
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Costs				\$ -	\$ 324.3	\$ -	\$ 80.0	\$ 80.0	\$ 573.3	\$ -	\$ 1,057.6		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded				\$ -	\$ -	\$ -	\$ 80.0	\$ 573.3	\$ -	\$ -	\$ 653.3	Total Project Schedule (est.)	\$ -
Total Sources				\$ -	\$ -	\$ -	\$ 80.0	\$ 573.3	\$ -	\$ -	\$ 653.3		

POC:	J Chenier	Telephone:	x4058
POC:	R Dupliza	Telephone:	x4059
POC:	G Bolner	Telephone:	x4021

POC:	J Chenier	Telephone:	x4058
POC:	R Dupliza	Telephone:	x4059
POC:	G Bolner	Telephone:	x4021

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project									
20-39		X											
Department				Project Title (Amounts in \$ 000's)									
Engineering				Increase Capacity of Water Pollution Control Plant (WPCP)									
Project Description				Account Nbr(s):									
The overarching goal of this project is to reduce combined sewer overflow (CSO) events through improvements to the wastewater treatment and collection system. Phase I of this project redirects flows to the WPCP, and increases the capacity of the line entering the WPCP. Phase II removes stormwater from the combined sewer headed to the Pine Street CSO by separating stormwater and managing the stormwater in newly created green infrastructure. Phase III, Fallkill Trunk Sewer Improvements are a mediating action that may require a lining as a separate project, but redirects flow directly to the WPCP where there is more capacity to treat the flow. Phase III results could include the elimination of the Albany Street and Mill Street CSOs, and will significantly reduce CSO events and the quantity of CSO discharges from the Pine Street Pump Station. Phase IV Cannon Street Sewer Separation redirects stormwater to a City storm sewer discharge. In addition in Phase IV, Mill Street CSO Reduction removes stormwater from the combined sewer through redirecting flows.				Impact Explanation (Use additional cost/lost avoided to operate new project. Requires payments from a previously awarded zero percent loan.)									
Impact on Operating Budget Will X Annual Cost -/Savings + \$ - Will Not Revenue \$ - Net Impact \$ -				Summary of Funding Sources: 1. Total Grants \$ 6,000.0 2. Total General Funds \$ - 3. Total Bonding \$ - 4. Total Other - Loan \$ 2,000.00 Total Funded \$ 8,000.0 Total Unfunded \$ - Project Total \$ 8,000.0 Other Info: location, dependent projects, etc.									
Project Costs				Total									
Design/Permitting	\$ -	\$ -	\$ -	2021	2022	2023	2024	2025					
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Source(s) of Funds				Total Needed to Complete									
General Fund	\$ -	\$ -	\$ -	2021	2022	2023	2024	2025					
GOs Issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
GOs Unissued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant-xxxxxx	\$ -	\$ 6,000.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Other-CWSRF Revolving Fund	\$ -	\$ 2,000.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Total Sources	\$ -	\$ 8,000.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Project Schedule				Project Schedule									
Design/Permits				Design/Permits									
Construction				Construction									
Finish				Finish									
Other				Other									
Total Project Schedule (est.)				Total Project Schedule (est.)									

POC: G Bolner Telephone: POC: Telephone:

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project											
	20-37		X	Sanitary - Fallkill Trunk Sewer Rehab											
Department				Project Title (Amounts in \$ 000's)											
Engineering/Public Works				Sanitary - Fallkill Trunk Sewer Rehab											
Project Description (Define the project and improvements.)				Anticipates findings from annual water and sewer annual maintenance and inspection contract restarted in 2019. Project re-emphasizes a planned maintenance and repair program and anticipates emergency repairs/replacements for aged sewer infrastructure. Goal of this repair program is to reduce infiltration and inflow in the old sewer to improve sewer function and reliability providing a reduction in pump station and treatment plant costs.											
Impact on Operating Budget				Impact Explanation (Use additional cost/cost avoidance to operate new project.)											
Will				Funded by sewer funds pending availability.											
Will Not															
Revenue															
Net Impact															
Project Costs															
Planned Maintenance															
Emergency Repairs															
Equipment															
Other															
Total Costs															
Sources(s) of Funds															
Water & Sewer Fund															
GOs Issued															
GOs Unissued															
Grant															
Grant															
Grant															
Other															
Unfunded															
Total Sources															
Summary of Funding Sources:															
1. Total Grants															
2. Total Water/Sewer Funds															
3. Total Bonding															
4. Total Other															
Total Funded															
Total Unfunded															
Project Total															
Other Info: location, dependent projects, etc.															
Total Needed to Complete															
Project Schedule															
Design/Permits															
Construction															
Finish															
Other est															
Total Project Schedule (est.)															

POC: R Duplita
Telephone: Telephone:

Page Nbr	Project Nbr	New	Carryover	City of Poughkeepsie 2021-2025 Capital Project																															
	20-23		X																																
Department Engineering				Project Title (Amounts in \$ 000's)																															
Project Description				City Hall Operations and City/County 911 Services Back-up Generator																															
Replace City Hall back-up generator to avert impacts of power outages/failures. Project engineers estimate high potential for failure given full engineering assessment dating to 2004. Maintenance actions were completed over time that mediated replacement. Priority is required as the generator serves as the back-up to City Hall operations, and the City and Dutchess County 911 call centers located at City Hall. Project costs are based on 2018 estimate.				(Define the project and improvements.)																															
Impact on Operating Budget				Impact Explanation List additional costs/cost avoidance to operate new project.																															
Annual Cost - Savings +																																			
Revenue																																			
Net Impact																																			
Thru 2019				2020				2021				2022				2023				2024				2025				Total							
Design/Permitting				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Construction				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Landscaping				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Equipment				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Other				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Total Costs				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Source(s) of Funds				Thru 2019				2020				2021				2022				2023				2024				2025				Total Needed to Complete			
General Fund				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
GOs Issued				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
GOs Unissued				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Grant				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Grant				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Grant				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Other				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Unfunded				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			
Total Sources				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -				\$ -			

POC:	R Duplila	Telephone:	
POC:		Telephone:	

Summary of Funding Sources:		Account Nbr(s):	
1. Total Grants	\$ -		
2. Total General Funds	\$ -		
3. Total Bonding	\$ -		
4. Total Other	\$ -		
Total Funded	\$ -		
Total Unfunded	\$ 1,500.0		
Project Total	\$ 1,500.0		
Other Info: location, dependent projects, etc.			

Project Schedule	Start	Finish
Design/Permits		
Construction		
Finish		
Other		
Total Project Schedule (est.)	1,500.0	TBD

Page Nbr	Project Nbr	New	Approved	City of Poughkeepsie 2021-2025 Capital Project									
	20-47	X		Department									
DPW- Permanent Improvements				Project Title (Amounts in \$ 000's)									
Project Description (Define the project and improvements.)				Union and S. Clover St. Pedestrian and Traffic Study									
This project calls for a pedestrian and traffic safety study to be conducted proximate to Union Street and S. Clover Street. The purpose of this study is to assess the impact diagonal parking would have on on-street parking and traffic flow in the area. Funding source TBD.				Account Nbr(s):									
Impact on Operating Budget				Impact Explanation: List additional costs/cost avoidance to operate new project.									
Will				Annual Cost -/Savings +	\$ -								
Will Not	X			Revenue	\$ -								
				Net Impact	\$ -								
Project Costs				Thru 2019	2020	2021	2022	2023	2024	2025	Total		
Design/Permitting				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Construction				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Landscaping				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ -	\$ 25.0		
Total Costs				\$ -	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ -	\$ 25.0		
Source(s) of Funds				Thru 2019	2020	2021	2022	2023	2024	2025	Total Needed to Complete		
General Fund				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Issued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GOs Unissued				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grant				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Unfunded				\$ -	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ -	\$ 25.0		
Total Sources				\$ -	\$ -	\$ 25.0	\$ -	\$ -	\$ -	\$ -	\$ 25.0		
Summary of Funding Sources:													
1. Total Grants				\$ -									
2. Total from Funds -				\$ -									
3. Total Bonding				\$ -									
4. Total Other				\$ -									
Total Funded				\$ -									
Total Unfunded				\$ 25.0									
Project Total				\$ 25.0									
Other Info:													
Project Schedule													
Design/Permits													
Construction													
Finish													
Total Project Schedule (est.)				TBD									

POC: Rich Duplika, City Engineer

Telephone: 451-4069

Official Minutes of the Common Council Meeting of December 21, 2020

R20-92						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☐	☐	☒	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

IX. ORDINANCES AND LOCAL LAWS:

X. PRESENTATION OF PETITIONS AND COMMUNICATIONS:

- 1. FROM ROSE HARVEY, FINANCE COMMISSIONER MARTINEZ AND CITY ADMINISTRATOR NELSON, OF NEW YORK CITY PARKS,** a presentation on an over view of the Pershing Project.
- 2. FROM COUNCILMEMBER MENIST,** a communication regarding the Poughkeepsie ETHICS Act.

**LOCAL LAW No. X of 2020
THE POUGHKEEPSIE EMERGENCY TENANT HOUSING, AND INCLUSIONARY
CONSTRUCTION STRATEGY ACT OF 2020
(Poughkeepsie ETHICS Act) (LL 20-XX)**

SPONSORED BY COUNCILMEMBER MENIST:

WHEREAS, the COVID-19 pandemic has caused immense damage to the local Poughkeepsie economy, and has led to the loss of income for thousands of Poughkeepsie residents; and

WHEREAS, prior to the COVID-19 pandemic, the housing market in the City of Poughkeepsie was already experiencing an extremely low vacancy rate as of the most recent housing study conducted by Dutchess County in 2016, causing upward pressure on rent prices; and

WHEREAS, the Governor of the State of New York issued Executive Order Number 202, declaring a State disaster emergency for the entire State of New York;

NOW, THEREFORE,

BE IT RESOLVED,

- (1) all applicants requesting site plan approval with the City of Poughkeepsie Planning board and who wish to newly construct or significantly rehabilitate multifamily residential development in excess of 5 units, anywhere within the city of Poughkeepsie, shall comply with the following requirements:
 - a. A minimum of 10% of units shall be designated affordable housing, defined as 60% Area Median Income, based on current Dutchess County statistics with adjustment for family size and shall be updated to the most recent statistics at the time of the applicant's submission to the Planning Board.

Official Minutes of the Common Council Meeting of December 21, 2020

- b. The 10% minimum shall constitute no less than 1 unit per development in excess of 5 units.
 - c. The cost of these affordable housing units shall be calculated as to not exceed 30% of a household's income and will be verified by the City of Poughkeepsie on an annual basis.
 - d. The definition for "significantly rehabilitated" shall mean any rehabilitation of a multifamily residential unit building in which the rehabilitation will result in an increased market value in excess of 50%.
 - e. a. The City shall be authorized to implement such policy and procedures necessary to carry out the intent of this Local Law, but which are not inconsistent with this Local Law.
- (2) This local law shall take effect January 1, 2021 and be applicable to any application for the construction or significant rehabilitation of residential units submitted to the City on or after its effective date.
- (3) This article will remain in effect for three years and will sunset on December 31, 2023.

SECONDED BY COUNCILMEMBER _____.

- 3. FROM TEMARIS EVANS, a notice of personal injury sustained April 2020. Referred to Corporation Counsel.**
- 4. FROM DEBRA AND FRANK MCGARVEY, a notice of property damage sustained on November 13, 2020. Referred to Corporation Counsel.**

XI. OLD BUSINESS:

X. ADJOURNMENT:

A motion was made by Councilmember Brannen and seconded by Councilmember Flowers to adjourn the meeting at 10:37 p.m.

Dated: January 6, 2021

I hereby certify that this true and correct copy of the Minutes of the Common Council Meeting held on Monday, December 21, 2020

Respectfully submitted,

**Deanne L. Flynn
City Chamberlain**



**ORGANIZATION MEETING OF THE
COMMON COUNCIL**

Common Council Chambers

10:00 a.m.

Saturday, January 2, 2020

The Council Meeting was conducted using videoconferencing, as permitted by the NYS Open Meetings Law.

Welcome to the organizational meeting of the City of Poughkeepsie Common Council the date is Saturday, January 2, 2021, and the time is 10:06 a.m.

Effective immediately and based upon notices and health advisories issued by Federal, State, and Local officials related to the Coronavirus, the City of Poughkeepsie Common Council will not hold in-person meetings. Until further notice, all future City Council meetings (including public hearings) will be held via videoconferencing, as permitted by the NYS Open Meetings Law.

Due to public health and safety concerns, the public will not be permitted to attend at the remote locations where the City Council members will be situated. The public, however, will be able to fully observe the video conference meeting by using the registration link that was posted with our meeting notice and the meeting will be available for viewing at a later date and available on our website.

I'd like to acknowledge that we are gathered, wherever we are, on the traditional territory of the Lenape people and this territory was a critical resting place along a popular trade route for people of the Lenape Nation and other cultures as is evidenced in the earliest derivation of the name 'Poughkeepsie' with an indigenous string of words, U-puku-ipi-sing, that, when translated, means 'reed-covered lodge by the little water place' or resting place.

I. PLEDGE OF ALLEGIANCE:

II. ROLL CALL-All Present (Councilmember L. Johnson arrived after roll call)

III. NOMINATIONS AND ELECTIONS:

1. Vice Chair- Councilmember Menist made a motion to appoint Sarah Brannen as Vice Chair, Councilmember Randall Johnson seconded the motion.

9-0

IV. APPOINTMENTS:

- 1. Majority Leader-Councilmember Lorraine Johnson**
- 2. Minority Leader-Councilmember Yvonne Flowers**

V. RESOLUTIONS:

- 1. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.**

**RESOLUTION
(R21-01)**

INTRODUCED BY COUNCILMEMBER BRANNEN

BE IT RESOLVED, that the Common Council adopts for use during the year 2021 the Rules of Conduct and Procedure of the Common Council of the City of Poughkeepsie, a copy of which is attached hereto and made a part of this Resolution.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

**RULES OF CONDUCT AND PROCEDURE: BY-LAWS OF THE
COMMON COUNCIL OF THE CITY OF POUGHKEEPSIE FOR THE YEAR
2021**

RULE I. Regular meetings of the Common Council shall be held on the first and third Mondays of each month at six-thirty in the evening at the City Hall, or at such other place as the Chairperson shall appoint. The first regular meeting of January shall be held on January 2, 2021. In case of a holiday on any such day, the regular meeting shall be held on the Tuesday following at six-thirty in the evening. The Common Council may adjourn when convened, to any other day or place, every such stated or adjourned meeting of the Council. In addition, there shall be informational meetings and special meetings held as provided in the Charter.

RULE II. The Councilmember elected At-Large shall be designated as Council Chair, the presiding officer, and the Common Council shall elect its Vice Chairperson in the manner provided for in the Charter. In the event of a vacancy in the office of the Vice-Chairperson, the Council shall, by majority vote, elect a Vice-Chairperson, at its next regular meeting and within thirty (30) days of vacancy of the office.

RULE III. There shall be a standing sub-committee of the Common Council known as the Finance Committee. The members of the Finance Committee shall be appointed pursuant to the City Charter. The Chairperson may create additional such subcommittees or special committees as they deem necessary and appropriate.

Official Minutes of the Organizational Meeting of January 2, 2021

RULE IV. The City Chamberlain shall record the attendance at meetings. The order of business at regular meetings shall be as follows:

1. Indigenous Land Acknowledgement, Pledge of allegiance, and Roll Call.
2. Review of the minutes of the previous meeting.
3. Reading by City Chamberlain of any resolution or other items not listed on the printed agenda.
4. Public Participation-limited to 45 minutes.
5. Chairperson's comments and presentations.
6. Reports of Committees and Boards.
7. Motions and resolutions.
8. Ordinances and local laws.
9. Presentation of petitions and communications.
10. Unfinished Business.
11. New Business.
12. Adjournment.

RULE V. The presiding officer shall set the agenda at all meetings of the Common Council. A councilmember may add items to New Business with the support of three (3) councilmembers. The order of business may be departed from with a motion, second, and by a majority vote of the members present. Any item added to an agenda must clearly identify a Councilmember as its sponsor.

RULE VI. The presiding officer shall designate the seating arrangement for Councilmembers and staff at Council meetings and the order of voting of Councilmembers on all matters coming before the Council for a vote. The presiding officer may, if they so desire, present motions and resolutions to the Common Council, and they may debate on any question which is being considered by it. The presiding officer, if they deem it appropriate, may allow Councilmembers or the Mayor to respond to or comment upon public comments made at each regular meeting during public participation (Item 4 of the Agenda set forth in Rule IV above), prior to the adjournment of the meeting.

RULE VII. The presiding officer shall have, to the fullest extent provided by New York State law, the sole authority to regulate public comment at any meeting as they, in their sole discretion, shall see fit, including, but not limited to, the authority to set priority for topics of comment and to declare any person to be out of order for failure to follow their directives in this regard. In governing the meeting and regulating public comment the presiding officer shall consider, but shall not be strictly bound by the following guidelines:

- A. The public shall be allowed to speak during the period of the meeting designated as "Public Participation" or as such other time as a majority of the Council shall suspend these rules, or at a duly called public hearing, or any other time required by state law or the City Charter. Speakers must sign-in and provide their name, pronouns, address, and organization they represent, if applicable, and whether

Official Minutes of the Organizational Meeting of January 2, 2021

they are commenting on an agenda item or a non-agenda item. Speakers must be recognized by the presiding officer. During the segment of the meeting designated "Public Participation", speakers shall limit their remarks to three minutes and will be advised by the presiding officer when three minutes have expired. Speakers are requested to conclude their remarks at that time. "Public Participation" is intended to afford persons an opportunity to express opinions on items on the Common Councils' agenda. No Speaker shall be declared out of order, prevented from speaking, or barred from attendance at any meeting because of any disagreement with the Speaker's position or view on any matter, because of the Speaker's identity, or because of any disagreement with the content of relevant testimony.

- B. All remarks shall be addressed to the Council as a body and not to any member thereof. Speakers shall observe the rules of decorum set forth in Subsection C below. Interested parties or their representatives may address the Council by written communications. Written communications shall be delivered to the City Chamberlain.

- C. Rules of decorum

- 1. Purposes of rules of decorum.

- a. To ensure that meetings of the Common Council are conducted in a way that allows the business of the City to be effectively undertaken.
 - b. To ensure that members of the public who attend meetings of the Common Council can be heard in a fair, impartial manner.
 - c. To ensure that meetings of the Common Council are conducted in a way that is open to all viewpoints and which is protective of the content of each speaker's speech and expression yet is free from hateful, abusive, obstructive, or intimidating behavior.
 - d. To ensure that these rules of decorum are understood by persons attending Common Council meetings.
 - e. To ban egregious, inappropriate, and obstructive behavior at meetings of the Common Council.

- 2. Sergeant At Arms. The Chief of Police or such member or members of the Police Department as they may designate shall be Sergeant-at-Arms of the Common Council and shall carry out all orders given by the presiding officer for purposes of maintaining order and decorum at the Council meeting. Any member of the Common Council may move to require the presiding officer to enforce the rules upon an affirmative vote of a majority of the Common Council.

- 3. Rules for the Speaker.

- a. The speaker shall conduct themselves in a professional and respectful manner.
 - b. All remarks shall be directed to the Common Council, as a body, and not a City staff or any member of the public in attendance.

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- c. The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.
- 4. Rules for the public. Members of the public in the audience shall not engage in any of the following activities during a Common Council meeting:
 - a. Shouting, clapping, unruly behavior, or speaking out when not recognized by the presiding officer.
 - b. Defamation, intimidation, personal affronts, threats of violence, or profanity.
 - c. Behavior that disrupts the orderly conduct of the meeting.
- 5. Rules for Councilmembers. While the Common Council is in session, the members must preserve order and decorum. Each Councilmember shall conduct themselves with decorum and shall neither, by conversation or otherwise, delay nor interrupt the proceedings or the peace of the Common Council, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.
 - a. Speaker to be recognized by the presiding officer. No Councilmember wishing to speak shall proceed until they shall have been recognized by the presiding officer. After such recognition, the member shall confine the discussion to the item at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the presiding officer, maintain a courteous tone, and shall avoid interjecting a personal note into the debate.
 - b. Discussion of Resolutions, Motions, Ordinances, Laws. Any Councilmember, when recognized by the presiding officer, may speak on any Resolution, Motion, Ordinance, Law on the printed Agenda during the period of discussion following the introduction of the aforementioned items. The Councilmember(s) named as the sponsor(s) of a Resolution, Ordinance, Law, or Motion have the privilege of speaking first. No member shall speak more than once on the same question unless every member desiring to speak to that question shall have had the opportunity to do so.
- 6. Persons Authorized to be within Rail. No person except members of the Common Council and City Staff shall be permitted within the rail without the consent of the presiding officer.
- 7. Enforcement of rules of decorum.

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- a. Upon a violation of these rules of decorum, the presiding officer shall request the person or persons violating a rule or rules to cease the violation.
- b. If a violation continues, the presiding officer warns the person(s) that they may be required to leave the Common Council Chambers if the violation continues.
- c. If the person or persons does not cease the violation(s) the presiding officer shall declare the person out of order at which time the Sergeant at Arms shall take steps to remove such person from the meeting room. Said person shall be subject to all civil and criminal penalties that may apply to their conduct.

RULE VIII. When a question is under debate, no new motion shall be received, unless for the previous question, to amend it, to lay on the table, to commit it, to postpone it, or to adjourn.

RULE IX. A motion to lay a question on the table shall be decided without amendment or debate, and a motion to postpone shall be decided without debate.

RULE X. A motion to adjourn shall always be in order; and shall be decided without debate.

RULE XI. Every member who shall be present when a question is put, shall vote for or against the same, or abstain with reasons for the abstention stated upon the record.

RULE XII. No question or motion, once put or lost, shall again be put unless reconsidered; and a motion for reconsidering must be made not later than the next regular meeting after that on which the decision proposed to be reconsidered took place, and shall be made by a member who voted with the prevailing side. All motions for reconsidering must be passed by the affirmative vote of a majority of the voting power of the Common Council.

RULE XIII. On the demand of any member, a roll call vote on any question shall be taken by ayes and nays; and it shall be the duty of the City Chamberlain to enter on the minutes the names of the members voting for or against the question, and also the name of the member demanding the roll call vote.

RULE XIV. All appointments of officers and fixing of salaries shall be by ayes and nays.

RULE XV. The legislation described below shall be read and laid over until the next meeting of the Common Council. This rule shall apply to:

- (a) The adoption of the budget
- (b) Ordinances
- (c) Local Laws

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- (d) Resolutions amending the Rules and By-Laws of the Council
- (e) Resolutions appropriating money, amending the budget, or approving the execution of contracts, unless consent for its immediate adoption is approved by the Finance Committee or by a majority vote of the Common Council.

Additionally, Local Laws should proceed with the following process:

1. A circulated draft with legal review and, when required by the Administrative Code, a fiscal impact statement.
2. A Communication
3. A Resolution to set a Public Hearing
4. A Public Hearing
5. A Vote

RULE XVI. In order to hear persons other than members of the Common Council, the Mayor, and members of City staff, it shall be necessary to pass a motion suspending the 5 rules of order. A motion to suspend the rules may be made at any time during the meeting and shall be decided without debate. Any such person speaking shall confine themselves to the subject and not longer than three (3) minutes, unless the time is extended by the Chairperson. This rule shall not apply to public hearings.

RULE XVII. All meetings of the Common Council shall be recorded by means of an audio and/or video recording device. The archived results of the meetings shall be kept in the Office of the City Chamberlain, and shall be under their jurisdiction and control. A record of the proceedings shall be printed as soon as possible after each meeting and presented to the Common Council at its next meeting for its approval or correction. Twenty copies shall be bound annually in a volume to be preserved in the Office of the City Chamberlain. The minutes shall be available for public review in the Office of the City Chamberlain, and the City Chamberlain shall give a copy of the minutes to persons requesting the same to the extent that they are available. When a request is made for an annual record of the minutes, a fee shall be charged to cover the expenses of the handling and recording, and mailing if the record is on paper. A Ten (\$10.00) Dollar fee shall be paid if the record is digital.

RULE XVIII. An executive session is that portion of the meeting not open to the public because of the consideration of matters authorized for executive session pursuant to the New York State Open Meetings Law. Proposals, discussions, statements, and transactions in executive sessions are intended to be and shall be held and maintained in confidence and shall not be disclosed.

RULE XIX. The Mayor may be invited to comment to and address the Council and the public on any issues of public concern raised by Councilmembers at the Council's regular meetings each month, prior to motions and resolutions being heard and at any time thereafter at the discretion of the Council chairperson.

RULE XX. All legislation, including local laws, motions, resolutions, and ordinances presented to the Common Council, except for procedural motions, such as motions to

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amend and motions to refer, shall be numbered to simplify the tracking of such legislation, with the number clearly marked below the title of each piece of legislation and on Common Council agendas, as follows:

Local Laws:	LL-Year- Sequential Number (LL01-1; LL01-2; etc.)
Motions:	M-Year-Sequential Number (M01-1; etc.)
Resolutions:	R-Year- Sequential Number (R01-1; etc.)
Ordinances:	O-Year- Sequential Number (O01-1; etc.)

Additionally, any such item listed on the agenda must clearly identify a Councilmember as its sponsor.

RULE XXI. The Chairperson of the Common Council shall give an address in response to the Mayor's annual state of the City address presented pursuant to section 3.02(h) of the City Charter at the next regular meeting of the Common Council following the Mayor's address.

RULE XXII. The Chairperson, or Vice Chairperson in the Chairperson's absence, is authorized to excuse a Councilmember from attending up to three (3) consecutive regular meetings of the Common Council because of a medical injury or illness which physically prevents the Councilmember from attending the meeting(s) if the medical injury or illness and physical inability to attend the meeting(s) is documented by a physician's note. Absences beyond three (3) consecutive regular meetings, for no more than an additional three (3) consecutive regular meetings, may be excused by a majority vote of the entire Council, based upon a written physician's note documenting the medical injury or illness which physically prevents the Councilmember from attending the meeting(s).

RULE XXIII. The following rules shall apply to a legally required public hearing held before the Common Council:

(a) Speakers shall register in writing prior to the beginning of the hearing by providing their name, address, and organization if any. Individuals arriving after the commencement of the hearing shall be permitted to register upon arrival as long as the Chairperson has not closed the hearing.

(b) The Chairperson shall recognize each speaker, in the order registered, when the hearing is commenced. Speakers shall identify themselves, their pronouns, their address, and organization, if any, prior to the remarks.

(c) Speakers must limit their remarks to five (5) minutes. Remarks shall be addressed only to the hearing issues. Speakers may not yield any remaining time they may have to another speaker.

(d) Speakers at a public hearing shall follow the Rules of Decorum as set forth in Rule VII (b) & (c).

(e) The Chamberlain shall include in the minutes of the hearing the name, address, and organization, if any, of each speaker, a summary of the remarks, and written statements submitted to the Council.

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Adopted by the Common Council; January 2, 2021

Resolution R-21-01

R21-01						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

2. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

RESOLUTION
(R21-02)

INTRODUCED BY COUNCILMEMBER BRANNEN

BE IT RESOLVED, that Robert's Rules of Order be and the same hereby are adopted as the Parliamentary Rules of the Common Council for the year 2021.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-02						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

3. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

RESOLUTION
(R21-03)

INTRODUCED BY COUNCILMEMBER BRANNEN

BE IT RESOLVED, that the amount of the faithful performance duty bond, to be executed by the Commissioner of Finance as City Treasurer, and filed in the Dutchess

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County Clerk's Office, pursuant to Section 2.12 of the Administrative Code of the City of Poughkeepsie, be and the same hereby is fixed at the sum of Five Thousand (\$5,000) Dollars; and be it further

RESOLVED, that the amount of the faithful performance duty bond, to be executed by the City Chamberlain and filed in the Dutchess County Clerk's Office, pursuant to Section 2.12 of the Administrative Code of the City of Poughkeepsie be and the same hereby is fixed at the sum of Five Thousand (\$5,000) Dollars; and it is further

RESOLVED, that the amount of the faithful performance duty bond to be executed by the Clerk of the City Court and filed in the Dutchess County Clerk's Office pursuant to Section 5 of the Act Creating a City Court in and for the City of Poughkeepsie, New York, be and the same hereby is fixed at the sum of Five Thousand (\$5,000) Dollars; and be it further

RESOLVED, that the Commissioner of Finance be and s/he hereby is empowered and directed to procure a public employee's faithful performance blanket position bond in the sum of Five Thousand (\$5,000) Dollars covering every officer and employee of the City, with excess coverage in the amount set opposite the following office and position:

Collection in Department of Finance,
Treasury Division..... \$20,000;

and it is further

RESOLVED, that all the premiums which may become due on said bonds during the year 2021 shall be paid by the City as a proper City expense.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-03						
			Yes/Aye	No/Nay	Abstain	Absent
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

4. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

**RESOLUTION
(R21-04)**

INTRODUCED BY COUNCILMEMBER BRANNEN

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BE IT RESOLVED, that the Commissioner of Finance be and s/he hereby is authorized and directed to draw warrants in favor of Chase Bank, Key Bank of New York, M & T Bank, Riverside Bank, Bank of America, TD Bank, Chase Manhattan Bank and Depository Trust Co., Rhinebeck Bank and Ulster Savings Bank for principal and interest on the public debt as it becomes due from time to time during the year 2020, and be it further

RESOLVED, the Commissioner of Finance, upon presentation to her or him of properly approved payrolls, be and s/he hereby is authorized and directed to pay the monthly and bi-weekly salaries and wages to the officers and employee of the City who shall be entitled to receive the same during the year 2021.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-04						
			Yes/Aye	No/Nay	Abstain	Absent
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

5. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

RESOLUTION
(R21-05)

INTRODUCED BY COUNCILMEMBER BRANNEN

RESOLVED, that Chase Bank, Bank of America, Key Bank of New York, Riverside Bank, a division Salisbury Bank, TD Bank, Rhinebeck Bank and M & T Bank, all of which are located in the City of Poughkeepsie, be and they hereby are designated as the banks in which the Commissioner of Finance is empowered and directed to deposit all monies of the City of Poughkeepsie; subject to such rules and regulations as the Common Council may from time to time prescribe and subject to such laws and regulations as may be prescribed by the State and Federal Governments from time to time hereafter in relation hereto; and be it further

RESOLVED, that the Commissioner of Finance be authorized to invest idle cash balances in her or his custody with any bank or trust company authorized to do business in New York State and to otherwise make investments pursuant to the investment policy, as adopted and amended from time to time by the Common Council and subject to such

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laws and regulations in relation thereto as may from time to time be prescribed by the State and Federal governments; and be it further

RESOLVED, that the City Chamberlain be and hereby is directed to mail a copy of this resolution to each such depositories.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-05						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

6. A motion was made by Councilmember and seconded by Councilmember to receive and print.

**RESOLUTION
(R21-06)**

INTRODUCED BY COUNCILMEMBER BRANNEN

BE IT RESOLVED, that the "Poughkeepsie Journal" a newspaper published in the City of Poughkeepsie, be and is hereby designated as the official newspaper of the City of Poughkeepsie for the year 2021.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-06						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☐	☒	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☐	☒	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

7. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

**RESOLUTION
(R21-07)**

INTRODUCED BY COUNCILMEMBER BRANNEN

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BE IT RESOLVED, that the Common Council of the City of Poughkeepsie hereby appoints the City Chamberlain and the Deputy City Chamberlain as Marriage Officers in accordance with and subject to the provisions of Domestic Relations Law §11-c; and be it further

RESOLVED, that the Marriage Officers are hereby appointed for a term of one year, subject to the pleasure of the Common Council.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON

R21-07						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

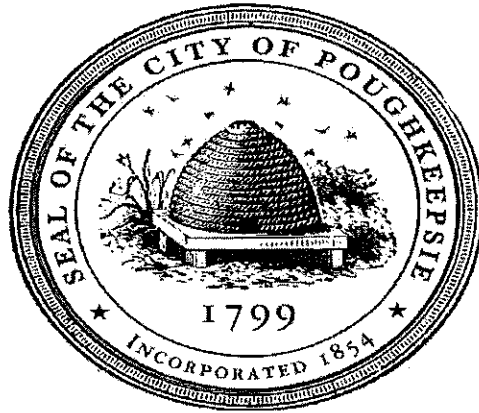
10. A motion was made by Councilmember Brannen and seconded by Councilmember Lorraine Johnson to receive and print.

**RESOLUTION
(R21-08)**

INTRODUCED BY COUNCILMEMBER BRANNEN

BE IT RESOLVED, that the Common Council of the City of Poughkeepsie hereby adopts the purchasing policy of which a copy is attached hereto and made a part of this resolution.

SECONDED BY COUNCILMEMBER LORRAINE JOHNSON



CITY of POUGHKEEPSIE

PROCUREMENT POLICY

Effective January 2, 2021

Hon. Robert G. Rolison
PHD
Mayor
Finance

Marc S. Nelson
City Administrator

Brian Martinez,
Commissioner of

This document is intended to outline the framework for procuring goods and services for the City of Poughkeepsie (City) in a timely manner and, at the same time, assuring the prudent and efficient use of public monies.

INTRODUCTION

In general, the provisions of the City's Procurement Policy are based on the requirements on General Municipal Law, Sections 103 and 104-b.

In part, GML, Section 103 reads "Except as otherwise expressly provided by an act of the legislature of the municipality, by a local law adopted prior to September 1, 1953, all contracts for public work involving an expenditure of more than Thirty Five Thousand Dollars (\$35,000.00) and all purchase contracts involving an expenditure of more than Twenty Thousand Dollars (\$20,000.00) , shall be awarded by the appropriate officer, board or agency of a political subdivision or of any district therein but not limited to a soil conservation district, to the lowest possible bidder furnishing the required security after advertisement for sealed bids in the manner provided by this section."

GML, Section 104-b, states "Goods and services which are not required by law to be procured by political subdivisions or any districts therein pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public monies in the best interests of the taxpayers of the political subdivision or district, to facilitate the acquisition of goods and services of maximum quality at the lowest possible

cost, under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption.....”

BIDDING PROCEDURES

Competitive bidding will be utilized whenever required by law or when determined to be in the best interest of the City in accordance with GML, Section 104-b.

General Municipal Law Sections 103 and 104-b require that annual purchase contracts exceeding \$20,000 and public works contracts exceeding \$35,000 be awarded to the lowest responsive bidder meeting the intent of the specifications after public advertising of the request for submission of sealed bids.

In determining the necessity of competitive bidding the aggregate cost of like items or commodities estimated to be purchased citywide in a 12-month period must be considered.

The requesting department, in conjunction with the Purchasing Department, shall be responsible to prepare bidding specifications. All bids received shall include a non-collusion certification, an indemnification agreement, and any and all other required documents as per General Municipal Law. All Requests for Bids or Requests for Proposals are to be advertised for a minimum of five days between the first publication date and the date specified for the bid opening, and shall, at a minimum, contain a description of the goods and/or services being solicited, a statement of the time and place where all bids will be publicly opened and read, the time and place of any pre-bid meetings, and a description of where and how bid documents may be obtained. All bid openings will be conducted at a public meeting, unless otherwise specified, and all interested parties may attend. Bid openings will generally take place at scheduled Board of Contract and Supply meetings unless as otherwise noted.

BID PROCESS

For projects or purchases exceeding the bidding threshold, the requesting department shall submit a completed *Request for Bid* form to the Purchasing Agent.

The requesting department(s) shall, in conjunction with the Purchasing Agent, prepare bidding specifications. Specifications should be clearly written. They should provide prospective bidders a common standard by which to be measured, and provide assurance that bidders will be competing on a fair and equal basis. The specifications should indicate the basis by which bids and offers will be evaluated. Specifications should provide prospective bidders with sufficient information for them to formulate bids. All bids shall include a Non-Collusion Certificate, an Iran Divestment Certification, Indemnification Agreement and all other documents required by General Municipal Law. A Bid Bond, generally 5% of the bid, may be required on certain projects including service contracts. This bond is intended to protect the City in the event that a bidder refuses to enter into a contract after the contract is awarded or the bidder withdraws his bid before the award.

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Performance Bonds in the amount of 100% of the bid are required for all construction projects. This bond offers the City protection in the event of the contractor's failure to perform in accordance with the awarded contract terms.

Prevailing wage rates apply to all projects subject to Articles 8 and 9 of the NYS Department of Labor.

All bids shall be advertised on the Empire State Purchasing Group website, www.bidnetdirect.com/newyork, and on the City website, www.cityofpoughkeepsie.com. Bids for projects or purchases that are federally or state funded may be advertised on the New York State Contract Reporter website, www.nyscr.ny.gov.

On March 10, 2016, The Common Council of the City of Poughkeepsie adopted Resolution

R-16-27, Amending the Purchasing Policy to Encourage Local Employment. The resolution directs "the Purchasing Agent to consider as a weighted factor the percentage of City of Poughkeepsie residents employed by a business when considering an award of a contract not subject to competitive bidding if such bidder is otherwise deemed responsive and responsible." If a bidder wishes to request this consideration, he/she must make this request specifically in his/her bid response and provide verifiable documentation of the percentage of his/her employees who are City residents.

Any contractor or subcontractor who bids on a construction project having an anticipated value in excess of \$100,000 must have apprenticeship agreements appropriate for the type and scope of work to be performed. The apprenticeship program must have been registered with the New York State Commissioner of Labor in accordance with Article 23 of the Labor Law.

BID OPENING and AWARD

The Board of Contract and Supply will have the option to reject all bids and re-advertise at its discretion.

All bid openings will be opened publicly and read at the time and place specified in the advertisement for bids unless otherwise specified. Bid openings can be attended by any and all interested parties.

Bids received after the specified bid opening time will not be accepted, and will be returned unopened to the prospective bidder.

Bid openings will generally be scheduled to occur at a meeting of the Board of Contract and Supply (BOCS). The BOCS shall be comprised of the Mayor, Commissioner of Finance, Commissioner of Public Works, the Corporation Counsel, and the City Engineer. The BOCS shall appoint a recording secretary. The Purchasing Agent will generally be in attendance at bid openings but will have no voting rights and cannot be included in the Quorum.

The following rules will govern:

1. The BOCS will designate any person to open and read the bids aloud.
2. The bids will be recorded in the manner provided by the BOCS and will be reported and reported at the next regular or special meeting

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3. Copies of original bids will be provided to the Department Head of the originating department to determine that the bids opened meet the bid specifications
4. A tabulation sheet shall be prepared recording all pricing submitted by responding bidders. The Purchasing Agent will evaluate the bid responses and prepare a bid evaluation. If a Best Value award is to be made, the submittal will be reviewed in accordance with the criteria established and previously designated.
5. The Commissioner of Finance shall determine that sufficient appropriations are contained within the originating department's budget or that other means are available to fund the project or purchase.
6. The BOCS may reject any and all bids that do not meet the bid specification.
7. The originating Department Head will recommend the award and certify in writing that the prospective awardee has submitted a bid or proposal that meets the intent of the bid specifications.
8. The BOCS shall determine the responsibility and responsiveness of the prospective awardee. The originating department will notify any low bidder of a rejection based on a determination that the bidder is not responsible or responsive.
9. A majority of the BOCS must then concur with the award.
10. If federal funds are to be expended for the project or purchase, The Purchasing Agent shall be responsible to determine that the proposed awardee is eligible by all Federal standards.
11. In the event that two or more responsive/responsible bidders submit identical low bids, the BOCS will determine which is awarded the contract.
12. The Purchasing Agent shall draft and submit a proposed contract to the Corporation Counsel for approval. Once approved, the Purchasing Agent will forward three (3) copies of the contract along with a Notice of Award to the awardee for signature and required documents. After execution by the awarded, contract will be forwarded to the Mayor for signature. On receipt of all executed contracts, the Purchasing Agent will issue a Notice to Proceed.
13. The Purchasing Agent will issue the Non-Award Notice(s) and return all bid bonds to the bidder(s) who were not selected.
14. The BOCS may also request that a notice of Intent to Award be issued in the event that additional time is needed before making an actual award.

BID ERRORS

In the event that a submitted bid or proposal contains a unilateral error in calculation, the responder may withdraw the bid or proposal within three days of the bid opening or before the awarding of the contract, whichever is shorter if:

1. The error is of such magnitude that enforcement would be unconscionable, or against the public interest.
2. The bid or proposal was submitted in good faith, and the responder submits credible evidence that the mistake was merely a clerical error.
3. The error in the bid or proposal is due to an unintentional and substantial arithmetic error or an unintentional omission of a substantial quantity of work, labor, material, or services made directly in the compilation of the bid or proposal, which error can be clearly shown and;
4. It is possible to maintain the status quo ante, the bid or proposal may be deemed withdrawn and any security returned. Neither the City, its agents or employees, nor members of the Board of Contracts may agree to amend the bid or proposal in order to rectify the error.

BID PROTEST PROCEDURES

There are three basic types of protests based on the time in the procurement cycle when they occur

1. A pre-bid or solicitation phase protest is received prior to the bid opening or proposal due date.
2. A pre-award protest is a protest against making an award and is received after receipt of proposals or bids, but before the award of the contract.
3. A post-award protest is a protest received after award of a contract

Each protest must be in writing and delivered to the Purchasing Agent within ten (10) calendar days of the City's notice of the intent to award, after receipt of the bid/proposal prior to bid opening and shall be addressed as follows:

Bid Protest
Purchasing Agent
City of Poughkeepsie
62 Civic Center Plaza
Poughkeepsie, NY 12601

Specific contents of a protest shall include the name of the protestor, the solicitation/contract number or description, and a statement of grounds for protest. The Purchasing Agent shall contact the department responsible for the bid and inform him/her of the bid protest. The department shall gather the relevant information about the solicitation, evaluation and award of the bid and provide it to the Purchasing Agent within ten (10) calendar days of the Bid Protest.

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The Purchasing Agent and the BOCS shall review the information relevant to the bid and shall render a decision on the protest, with the advice of the Corporation Counsel, in a prompt manner, but not longer than thirty (30) days after the bid protest was received. The decision shall contain the action taken and the reason(s) for such action, and shall be mailed by certified mail, return receipt requested, to the protestor at the address set forth in the bid protest. A copy of the decision shall be distributed to the Department, the BOCS, and the Office of the Corporation Counsel. All documentation concerning the bid protest and decision shall be retained by the Purchasing Agent.

An appeal of the decision may be made either by the department or the protestor as applicable. An appeal may be commenced by delivering seven (7) copies of the following within seven (7) calendar days of the release of the decision.

1. A Notice of Appeal to the Purchasing Agent
2. A statement of the nature and the reason(s) for the appeal, including claimed errors
3. A complete set of the documents submitted to the Purchasing Agent.

The Purchasing Agent shall promptly deliver the copies to the BOCS which shall set a hearing date for the appeal to commence, which date shall not be later than forty-five (45) days from the Notice of Appeal. The appellant and respondent will be presented with an opportunity to address the BOCS and may be accompanied by counsel if desired. Upon the conclusion of the appeal, the BOCS shall issue a decision within thirty (30) days of the conclusion of the appeal. The decision of the BOCS shall be final and conclusive.

The City of Poughkeepsie alone will be responsible in accordance with good administrative practice and sound business judgment for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibility under its contracts.

BEST VALUE

The Common Council of the City of Poughkeepsie has adopted Local Law No. 14-2 allowing the City's Finance Department the "authority to accept Best Value" in awarding purchasing contracts subject to the requirements of GML, Section 103. The Local Law excludes any purchase contracts necessary for the completion of a public works contract pursuant to Labor Law Article 8.

A "Best Value" award is defined as a basis for awarding contracts "to the offeror which optimizes quality, cost and efficiency among responsive and responsible offerors."

A determination must be made in writing by the Commissioner of Finance in detailing why a "Best Value" award will be made before the solicitation of bids can occur. When it has been determined that a "Best Value" award is to be made, the criteria by which the "Best Value" will be evaluated and the process by which the evaluation and selection will be made must also be documented and included in the bid package.

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The criteria used to determine Best Value shall be made in advance of the initial receipt of offers, and shall be made on an objective and quantifiable analysis of such criteria.

The criteria may include, but is not limited to, any or all of the following:

1. Cost of Maintenance
2. Proximity to the end user if distance and response time is a significant term
3. Durability
4. Availability of replacement parts or maintenance contractors
5. Longer product life
6. Product performance criteria
7. Quality of craftsmanship
8. Price
9. Local preference

REQUEST FOR PROPOSAL

Professional Services, not subject to competitive bidding requirements, may be competitively solicited through the Request for Proposal (RFP) process and awarded subject to a pre-determined set of weighted criteria. RFP's may be advertised similarly to bid advertisements, or they may be selectively directed and solicited from others.

The pre-determined criteria may include, but not be limited to the following:

1. Cost
2. Responsiveness
3. Qualifications
4. Experience
5. Local Preference

Where appropriate, the solicitation shall identify the relative importance and/or weight of each criterion identified.

A criteria evaluation team should be identified before solicitation.

The basis for award should be documented in the procurement file in advance of the initial receipt of offers.

WICKS GML, Section 101

Separate specifications for all contracts for the erection, construction, reconstruction, or alteration of buildings when the entire cost exceeds \$500,000.00 be prepared so as to permit separate bidding for:

1. Plumbing and gas fitting
2. Steam heating, hot water heating, ventilation and air conditioning apparatus; and
3. Electric wiring and standard illumination fixtures.

GENERAL PROCUREMENT PROCESS

General Municipal Law, Section 104(b), requires that procedures be implemented to insure that municipal governments make the most prudent use of public monies. The Common Counsel has enacted the following regarding the purchase of goods and services that do not have to be competitively bid, but that are intended to ensure that goal.

PURCHASE CONTRACT	
ESTIMATED COST	REQUIREMENT
\$ 0.00 - \$1,999.99	No Request for Authorization – No Requirement to get quotes – No Purchase Order Required
\$2,000.00 - \$4,999.99	No Request for Authorization – No Requirement to get quotes - Purchase Order Required
\$5,000.00 - \$9,999.99	Request for Authorization and 2 Written or Electronic Quotes – Purchase Order Required
\$10,000.00 - \$19,999.99	Request for Authorization – 3 Written or Electronic Quotes – Purchase Order Required
\$20,000.00 and above	Formal Advertised Bid

PUBLIC WORKS CONTRACT	
ESTIMATED COST	REQUIREMENT
\$ 0.00 - \$1,999.99	No Request for Authorization – No Requirement to get quotes – No Purchase Order Required
\$2,000.00 - \$4,999.99	No Request for Authorization – No Requirement to get Quotes - Purchase Order Required
\$5,000.00 - \$9,999.99	Request for Authorization - 2 Written or Electronic Quotes – Purchase Order Required
\$10,000.00 - \$34,999.99	Request for Authorization – 3 Written or

	Electronic Quotes – Purchase Order Required
\$35,000.00 and above	Formal Advertised Bid

Department Heads have the responsibility, first and foremost, to manage to their respective budgets as adopted by the Common Council. Department Heads must first determine whether the item or service to be acquired is a Purchase or a Public Works contract. Then, based on the estimated cost of that product or service, determine from the chart above what documentation is required to make the purchase. Requests for Authorization, Quotes, and Purchase Orders need to be obtained and processed **BEFORE** the purchase is made. Any purchase made that does not conform to the following procedure is null and void and the employee responsible for the purchase may be subject to disciplinary action.

EXCEPTIONS to the COMPETITIVE BIDDING REQUIREMENT

1. Purchases through the NYS Office of General Services
2. Purchases under county or other municipal contract (Piggybacking). In the interest of increased efficiency, the purchase of goods and services through the NYS Office of General Services contracts or the “Piggybacking” on contracts existing through the Dutchess County Office of Central Services or those of other political subdivisions is strongly encouraged. The use of the competitive bidding process for the purchase of commodities otherwise readily available through these contracts will not be utilized except under extraordinary circumstances. The extraordinary circumstances must be documented by the originating department and approved, in writing, by the City Administrator.
3. Professional Services which to not lend themselves to competitive bidding subject to the following guidelines:
 - a. Service is subject to New York State Licensing or testing requirements
 - b. Substantial formal education or training is a necessary prerequisite to the performance of the service
 - c. Performance of the service would require a personal relationship between the entity and municipal officials

Professional Services are not subject to competitive bidding, but subject to the guidelines of General Municipal Law, Section 104-b, should require the issuance of a Request for Proposal and evaluation of all proposals received before a contract is offered.

4. “Sole source supplier” shall mean a manufacturer, software developer, or service provider that sells direct and there are no other sources offering an “or equal”. For consideration of sole source status, the entity must provide to the Purchasing Agent a letter, on official letterhead, detailing their sole source status.
5. Single source supplier is defined as a distributor/wholesaler/retailer that has a contractual agreement to provide services within a specific geographic territory

to the exclusion of all others. For consideration of single source status, the entity must provide to the Purchasing Agent a letter, on official letterhead, detailing their single source status.

6. Emergencies defined as arising out of an accident or other unforeseen occurrence of condition whereby circumstances affecting public buildings, public property, or the life, health, safety of property of the inhabitants of the City of Poughkeepsie require immediate action which cannot await the competitive bidding process. An Emergency Declaration, signed by the Mayor of the City of Poughkeepsie, is required to be forwarded to the Purchasing Agent. Lack of anticipation or planning cannot be deemed as cause for the Emergency Declaration.
7. Purchases through agencies for the blind and/or severely handicapped.
8. Goods made by correctional facilities (Corecraft)
9. Second-hand goods or surplus from Federal, State or other political subdivision.
10. Products offered by the Federal Government, Government Services Administration (GSA) Schedules 70 & 84, 1122 Public Safety Purchasing Program, NJPA, and other cooperative agreements.
11. Leases defined as true leases, not installment purchases
12. Work performed by municipal employees under municipal cooperation agreements.

STANDARDIZATION – GENERAL MUNICIPAL LAW, Section 103(5)

Bidding for a particular brand or model requires that the Common Council adopt a resolution explaining the reason for standardization by a 3/5 vote.

Guidelines:

1. A substantial amount of equipment of the same make is presently being used by the municipality and uniformity of the make is essential to economy of efficiency
2. Service facilities are peculiarly adapted to the handling of a particular make of equipment and cannot be converted economically
3. The municipality has on hand a substantial supply of spare parts for a particular make of equipment and they cannot be disposed of except at a substantial loss.
4. The design, plan or method of construction of an installation is particularly suited to a particular make of equipment and cannot be altered economically.
5. Local geographic or atmospheric conditions require the use of a particular make of equipment to the exclusion of all others.
6. Employees are trained to operate one make of equipment and cannot be trained economically to operate other makes

The adoption of such a resolution does not eliminate the necessity for conformance to the competitive bidding requirements. Standardization restricts the purchase to a specific model or type of equipment, but does not limit the vendors it can be purchased from. Standardization should be used very sparingly and only after careful consideration of the ramifications to future purchases and maintenance costs as this tends to reduce or, in some way, eliminate completely competition thus causing the City more than it may save by standardizing.

PROCUREMENT CARDS

The intent of the Procurement Card (P-Card) Program is to provide a streamlined process for the procurement of goods and services costing less than \$999.00. Department Heads are responsible for designating which employees are given P-Cards, distributing a Procurement Card Program Policy to each designated employee, enforcing the Procurement Card Program Policy, and insuring that all purchases made by the card are accounted for on an expense report.

All employees should refer to the separate Procurement Card Program Policy and are responsible for compliance.

STANDARDS OF CONDUCT

Any City employee who has, will have, or acquires an interest in, any actual or proposed contract with the City of Poughkeepsie of which he/she is an officer or employee, shall publicly disclose the nature of such interest in writing to the Board of Contract Supply as soon as he/she has knowledge of and actual or prospective interest. This written disclosure will be made part of the official minutes of the Board of Contract Supply. If an officer or employee of the City of Poughkeepsie has a reason to believe that he/she may have a conflict of interest, the office of the Corporation Counsel should be contacted immediately.

Employees shall not engage in outside employment which is inconsistent with their City responsibilities. For example, furnishing advice or services to a firm bidding on or planning to bid on a contract with the City of Poughkeepsie, or which is presently doing business with the City.

No employee, officer, agent, immediate family member, or Board member of the City of Poughkeepsie shall participate in the selection, award, or administration of a contract with the City if a conflict of interest real or apparent, would be involved.

City of Poughkeepsie employees, officers, agents, or Board members will neither solicit nor accept gifts, gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements with the City.

Employees occupying position which are directly involved in the City of Poughkeepsie procurement process are required to disclose any interest in businesses which engage in bid activities with the City.

Failure to abide by these Standards of Conduct will result in disciplinary action, up to and including termination. If said employee is a member or a union and is bound by a collective bargaining agreement with the City of Poughkeepsie, the sanctions undertaken will be addressed within the agreement.

PURCHASING RESPONSIBILITY

General Municipal Law, Section 104-b requires the identification of the individual or individuals responsible for purchasing and their respective titles. As such, the following identifications are made with the areas of responsibility:

Brian Martinez – Commissioner of Finance

Karen Sorrell – Deputy Commissioner of Finance

Shirley Davison – Purchasing Agent

R20-10						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

VI. ADJOURNMENT:

A motion was made by Councilmember Cherry and Councilmember Lorraine Johnson moved to adjourn meeting at 10:25 a.m.

Dated: January 6, 2021

I hereby certify that this true and correct copy of the Minutes of the Organizational Meeting held on Saturday, January 2, 2021 at 10:00 a.m.

Respectfully submitted,
Deanne L. Flynn
City Chamberlain



THE CITY OF POUGHKEEPSIE NEW YORK

COMMON COUNCIL MEETING MINUTES

Monday, January 4, 2021 6:30 p.m.

City Hall

The Council Meeting was conducted using videoconferencing, as permitted by the NYS Open Meetings Law.

Welcome to the regularly scheduled meeting of the City of Poughkeepsie Common Council the date is Monday, January 4, 2021, and the time is 6:30 pm.

Effective immediately and based upon notices and health advisories issued by Federal, State, and Local officials related to the Coronavirus, the City of Poughkeepsie Common Council will not hold in-person meetings. Until further notice, all future City Council meetings (including public hearings) will be held via videoconferencing, as permitted by the NYS Open Meetings Law.

Due to public health and safety concerns, the public will not be permitted to attend at the remote locations where the City Council members will be situated. The public, however, will be able to fully observe the video conference meeting by using the registration link that was posted with our meeting notice and the meeting will be available for viewing at a later date and available on our website.

I'd like to acknowledge that we are gathered, wherever we are, on the traditional territory of the Lenape people and this territory was a critical resting place along a popular trade route for people of the Lenape Nation and other cultures as is evidenced in the earliest derivation of the name 'Poughkeepsie' with an indigenous string of words, U-puku-ipi-sing, that, when translated, means 'reed-covered lodge by the little water place' or resting place.

Let's all recite the pledge of allegiance.

I. PLEDGE OF ALLEGIANCE:

ROLL CALL- All Present

II. REVIEW OF MINUTES:

Official Minutes of the Common Council Meeting of January 4, 2021

CCM Minutes 12-7-2020						
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

III. READING OF ITEMS by the City Chamberlain of any resolutions not listed on the printed agenda.

NONE

IV. PUBLIC PARTICIPATION: Three (3) minutes per person up to 45 minutes of public comment on any agenda and non-agenda items.

1. Laurie Sandow-South Grand

2. Brian Robinson

V. CHAIRPERSON'S COMMENTS AND PRESENTATIONS:

VI. REPORTS OF COMMITTEES AND BOARDS:

VIII. MOTIONS AND RESOLUTIONS:

1. A motion was made by Councilmember Brannen and seconded by Councilmember L. Johnson to receive and print.

RESOLUTION

(R21-09)

INTRODUCED BY CHAIR SALEM

WHEREAS, the members of the Board of Assessment Review are appointed by the Common Council pursuant to the City Charter §5.02(1) and the Section 523 of the New York Real Property Tax Law; and

WHEREAS, member Ken Stickle has previously served on the Board of Assessment Review and has expressed an interest in continued service; and

WHEREAS, the Commissioner of Assessment has recommended the reappointment of Ken Stickle as a member of the Board of Assessment Review; and

NOW, THEREFORE,

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BE IT RESOLVED, that the Common Council of the City of Poughkeepsie does hereby re-appoint Ken Stickle to the Board of Assessment Review for a term of five (5) years commencing on October 1, 2020 and expiring September 30, 2025.

SECONDED BY COUNCILMEMBER BRANNEN

R21-09						
☒ Accepted ☐ Defeated ☐ Tabled			Yes/Aye	No/Nay	Abstain	Absent
	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

MEMORANDUM OF TRANSMITTAL

To: Marc Nelson, City Administrator
From: Paul Calogerakis, Economic Development Director
Date: December 22, 2020
Re: New York Main Street Grant Program

The New York Main Street (NYMS) grant program was opened on November 25th 2020, with a due date for applications of January 15th 2021. Planning and Development staff received two inquiries from eligible applicants regarding an endorsement from the Common Council of their applications prior to the submission deadline, a required element of the application package.

NYMS provides financial resources and technical assistance to communities to strengthen the economic vitality of the State's traditional Main Streets and neighborhoods. The program, offered through the New York State Department of Homes and Community Renewal, stimulates reinvestment in properties located within mixed-use commercial districts and adjacent neighborhoods with the goal of establishing sustainable downtown and neighborhood revitalization. The program track from which each applicant is seeking funding assistance is the Downtown Anchor Project. This track provides for funding awards of \$100,000 to \$500,000 (not to exceed 75% of project cost) to assist in a standalone, single site, "shovel ready" renovation project that is key to local revitalization efforts.

Family Services, Inc. intends to submit an application to the program for financial assistance to continue improvements to the Family Partnership Center at 29 North Hamilton Street, including sidewalk and pavement replacement and utility relocation in an effort to add to the accessibility and safety of the building and support the sustainability of the various organizations and programming it hosts. Family Services seeks \$289,926 from the NYMS program, with a total project cost of \$386,568.

Kirchner Realty, Inc., owner and developer of the Up To Date building at 278 Main Street, is partnering with non-profit Nubian Directions II, Inc. to also submit an application to the NYMS Downtown Anchor Project program. The proposal is to redevelop the building into 24 residential units, a percentage of which is proposed to be affordable, and 11,000 sf of ground floor commercial space. The project seeks \$500,000 from the NYMS program, with a total project cost of an estimated \$9MM. Nubian Directions would serve as the non-profit arm of the development and eligible applicant to the grant program. Nubian Directions would incorporate their youth build program into the project.

City staff requested one-page project descriptions (attached) from each applicant, and we recommend that they be forwarded to the Common Council for their endorsement in the form of a resolution. As a reminder, the program guidelines stipulate that a resolution in support of the application be passed prior to the submission deadline on January 15, 2021. Staff believe both proposals would have positive impacts on the community and merit consideration from the State. Not only is an endorsement from the Common Council required, it would go a long way toward showing this community's support for these two worthy projects.

2. **A motion was made by Councilmember Brannen and seconded by Councilmember L. Johnson to receive and print.**

RESOLUTION (R21-10)

INTRODUCED BY CHAIR SALEM

WHEREAS, the City of Poughkeepsie recognizes and supports the importance of revitalizing the Main Street Corridor for the economic and social well-being of its residents, businesses, and visitors; and

WHEREAS, the New York State Division of Housing and Community Renewal (DHCR) is making available funds to assist New York communities in Main Street/Downtown revitalization efforts under its New York Main Street Grant Program- Downtown Anchor Project; and

WHEREAS, Kirchner Realty, Inc. and Nubian Directions II, Inc. have partnered to submit an application for \$500,000, which grant would be used toward the redevelopment of the former Up To Date Building located at 278 Main Street; and

WHEREAS, such funds are available for façade improvements, building renovations, and streetscape improvements subject to approvals and permits issued by the City of Poughkeepsie as may be required; and,

WHEREAS, the city believes both applications, if approved, would have a positive impact on the community and meet the grant program criteria; and,

WHEREAS, any local match would be provided by the applicants and there is no monetary obligation placed on the City of Poughkeepsie; and,

NOW, THEREFORE,

BE IT RESOLVED, the Common Council of the City of Poughkeepsie wholeheartedly support and endorses the application of Kirchner Realty Inc. & Nubian Direction II, Inc. to the New York State Division of Housing and Community Renewal for a grant under the New York Main Street Program- Downtown Anchor Project.

SECONDED BY COUNCILMEMBER L. JOHNSON

Nubian Directions II, Inc.

248 Main Street, Poughkeepsie, NY 12601

(845) 452-8574

December 22, 2020

Gentlemen:

On behalf of Nubian Directions and Kirchner Realty, Inc., we would like to submit this overview of our grant request to the City for its endorsement for consideration by NYS for the NYMS Downtown Anchor Project grant.

We have included a preliminary letter of intent to finance the project from Community Preservation Corporation and Kirchner Realty has the required owner's equity.

Thank you for your consideration. Feel free to contact either one of us if you have any questions.

Very Respectfully,



Michael de Cordova
Kirchner Realty, Inc.
2406 New Hackensack Road
Poughkeepsie, NY 12603
845-546-3626



Robert Wright
President
Nubian Directions II, Inc.
248 Main Street
Poughkeepsie, NY 12601
845-452-8574

"Transforming Lives, Rebuilding Communities"

Official Minutes of the Common Council Meeting of January 4, 2021

New York Main Street Program - 278 Main St. Project Description

Project Background

Originally built in 1872 as the site of the renowned Kirchner Hall, the four-story building located at 278 Main St. Poughkeepsie has evolved along with the City of Poughkeepsie over the past 125 years. While the property has hosted a variety of attractions, including the "Best Theatre", "Queen City Bowling Alleys", and "JJ Newberry & Co.", the 30,000+ sq. foot building is best known as the longtime home of the area's premier women's clothing and fur store, "Up to Date". At its peak in the mid-twentieth century, Downtown Poughkeepsie was bustling with activity, with long-time residents and visitors alike enjoying the City's balanced mix of commerce, entertainment and community. Like many small cities across the country, the economic fabric of Poughkeepsie's vibrant downtown began to unravel, as consumers found new ways to shop and families moved out of the city to more suburban areas. By the beginning of the 21st century, the once vibrant building sat vacant, a state it has remained in for nearly two decades. This proposal seeks to bring this community anchor back to life, catalyzing Poughkeepsie's impending Downtown resurgence.

Project Overview

Local non-profit, Nubian Directions II Inc., and Kirchner Realty, Inc., are pleased to collaborate on this mixed-use community anchor project in the heart of Poughkeepsie with the submission of an application to the NYS Office of Community Renewal's New York Main Street Program. Under this proposal, the building will be fully renovated. The ground floor will include +/- 11,000 sq. feet of commercial space to house substantial new businesses. The adjacent land will also be rejuvenated, allowing for outdoor dining - a critically important new commercial need since the emergence of COVID - as well as hosting public art exhibitions, farmer's markets, craft fairs, neighborhood movie nights, and live music. The rehabilitation of the second through fourth floors of the building, along with a new fifth floor, will make way for a total of 24 brand new apartments, including: (1) studio; (9) 1 bedroom/1 bath; (6) 1 bedroom/2 baths, with mezzanine; (1) 2 bedroom/2 baths, with mezzanine; (4) 2 bedroom/1 bath; and (3) 2 bedroom/2 baths. The property owner will make available and maintain the affordability of six residential housing units to persons of 90% Area Median Income for five years. Finally, the building's iconic facade will also be refreshed, including the removal of the 1970's era brown pebble aggregate first floor facade and the installation of 30+ new 9' windows on Main St. to replace the existing decrepit ones. Some +/- 60 new openings will be created on the east and west walls to accommodate new windows for the upper floor residential units. Two new fire-rated stair towers (one with an elevator) will be constructed to comply with current fire/safety codes. Prominently located near the intersection of Main and Market Streets, the final project will serve as a beacon of Poughkeepsie's Downtown revival, attracting more investment and greater interest in the City's revitalization. Simply put, this building will encourage more people to live, work and shop in the City center, the key ingredient for a stronger, more resilient local economy.

In addition to revitalizing this long-dormant building, the project will also serve as a learning and workforce training opportunity for a number of local youth participating in Nubian Directions II Inc.'s YouthBuild program. It is fitting that this once thriving community anchor will be

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resurrected through such an innovative collaboration, allowing youth to help rebuild Poughkeepsie's downtown area so that future generations can prosper.

Applicant Experience and Capacity

Founded in 1994, the mission of Nubian Directions II Inc. is to provide technology training, work readiness skills and educational support services to youth and adults to enhance the workforce and community development. Their offices are located at 248 Main St., within the immediate vicinity of the project site. With a proven track record of successfully managing government grants, a key requirement of this funding opportunity, and a longtime history as a stakeholder in the City's community revitalization efforts, Nubian Directions II Inc. is the ideal organization to serve as the sponsor applicant for this grant proposal.

Michael de Cordova, President of Kirchner Realty, Inc., is a longtime stakeholder in the Poughkeepsie community. In fact, the original Kirchner Hall was built by Mr. de Cordova's great grandfather's uncle, Charles Kirchner. Mr. de Cordova has extensive experience in the residential and commercial real estate business, including: residential mortgage banking; new home sales; commercial property management (managed 150,000 square feet of former IBM buildings); residential property management - apartment and mobile home ownership, renovation, sales, leasing and management. He also developed, owned and managed a successful bed and breakfast and worked as an associate lawyer in the real estate department of the NYC law firm, Willkie, Farr & Gallagher. Mr. de Cordova currently serves as trustee of an area charitable trust successfully managing +/- \$13,000,000 in assets and disbursing +/- \$600,000 annually to area not for profit organizations.

Financial Overview:

The applicants are requesting a total of \$500,000 from the New York Main Street Program, with 5% (\$25,000) allocated for Nubian Directions II Inc.'s administrative costs. The total project cost is estimated at \$9,000,000, including \$5,863,000 to be financed through Community Preservation Corp. (see attached confidential term sheet), as well as grants and owner equity. By supporting this application, the City of Poughkeepsie will enable this partnership to leverage millions of dollars in private investment - 18x greater than the requested grant amount - and in doing so, return the City's Historic Downtown to its prime.

Project Readiness and Timeline:

This grant funding is the final missing link needed to bring this long-awaited project to fruition. The project design is nearly complete, and the owner will be seeking site plan approval in the first quarter of 2021, with construction expected to begin by Summer 2021 and completed within 24 months.

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The Community Preservation Corporation
480 Bedford Road, Suite 4201
Chappaqua, New York 10514

CONFIDENTIAL

December 21, 2020

Michael de Cordova
2406 New Hackensack Rd.
Poughkeepsie, NY 12603

RE: 278-288 Main St. Poughkeepsie, NY 12601

Dear Mr. de Cordova;

Thank you for the opportunity to finance the above captioned property that you plan to redevelop into a mixed use development that will include 24 residential units and 11,000 sq.ft. commercial/retail spaces. A summary of the terms and conditions for the financing follows:

CONSTRUCTION AND PERMANENT LOAN FINANCING

LENDER:	The Community Preservation Corporation 28 East 28 th Street, 9 th Floor New York, NY 10016
BORROWER:	Kirchner Realty Inc.
PRINCIPALS:	Michael de Cordova
GUARANTORS:	Michael de Cordova will guaranty completion of construction and provide a repayment guarantee until State of New York Mortgage Agency ("SONYMA") insurance is declared effective. The Permanent Loan shall be non-recourse.
INDEMNITOR:	Environmental indemnity to be provided, subject to review of an environmental report for the project.
PROJECT/PURPOSE:	The project will include a gut renovation and new construction of a 40,000 sq. ft. +/- mixed use building that will include 24 residential units and 11,000 sq. ft. commercial/retail units. There will be one studio, 15 one-bedroom and 8 two-bedroom units. Seven of the units will have lofts and ten units will have two baths.
TYPE:	Construction Loan
AMOUNT:	\$5,863,000 +/-

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TERM: 24 months

AMORTIZATION: Interest only during term.

INTEREST RATE: Variable at 30 day LIBOR plus 450 basis points, with a LIBOR floor of .25%.

COLLATERAL: First mortgage on project site located on 278-288 Main St. Poughkeepsie, NY 12601; together with all other collateral assignments and General Conditions normally associated with this transaction type.

COMMITMENT FEE: 1.00% of the loan amount.

TYPE: Permanent Loan

AMOUNT: \$5,863,000 +/-

TERM: 15 years

AMORTIZATION: 30 years

INTEREST RATE: Estimated at 5.25%. Actual rate shall be determined at rate lock and signing of a commitment. Rate will be fixed for 15 years. Today's 24mo. forward rate is 5.25%.

RATE LOCK: Borrower may authorize CPC to lock a rate any time prior to the closing of the construction loan. There is a 1% rate lock fee due and payable within 30 days from the day the rate is locked. If the rate lock is cancelled within 60 days from the day of the rate is lock, the 1% fee is fully refunded.

FORWARD COMMITMENT: The interest rate will be based on a 24-month forward commitment. The fee for the forward commitment is equal to one percent (1%) of the permanent loan. This fee will be refunded upon the timely sale of the permanent loan to the appropriate pension fund. Upon failure for any reason to close the permanent loan and sell it to the appropriate pension fund before the Pension Fund Delivery Date, such sum shall be subject to forfeiture at the rate of 1/12 of such sum for each month (or fraction thereof) which elapses from the Pension Fund Delivery Date until the date of actual delivery to the pension fund. The forward commitment may be subject to additional terms and conditions.

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COLLATERAL: First mortgage on project site on 278-288 Main St. Poughkeepsie, NY 12601; together with all other collateral assignments and General Conditions normally associated with this transaction type (see General Conditions), including tax credit equity and developer fee.

COMMITMENT FEE: .5% of the loan amount.

SONYMA: The Permanent loan is conditioned on SONYMA insurance for 100% of the permanent loan amount. SONYMA application fee is 1/10 of 1% of the loan amount.

**CONVERSION to
PERMANENT LOAN(s):**

Conversion is conditioned on several requirements including, but not limited to:

- Certificate of substantial completion as determined by the project architect or engineer and confirmed by CPC's engineer.
- Final review and effectiveness by SONYMA.
- 90% Rental Achievement for 90 days using projected gross rents and ancillary income according to CPC's underwriting, provided these meet SONYMA's calculation of its "income and expense ratio," estimated at 1.05.
- CPC Minimum Debt Coverage Ratio of 1.25 and SONYMA minimum debt coverage of 1.15.

**ESCROWS AND
OTHER RESERVES:**

CPC will Escrow monthly for Real Estate Taxes and Insurance. Also a Replacement Reserve shall be funded at not less than \$250 per unit annually.

SUBORDINATE FINANCING:

NYS HCR Main St. Downtown Anchor Grant

AMOUNT: \$500,000+/-

Subject to approval and compliance with NYS HCR Main St. Downtown Anchor Grant Program funding that will be fully subordinate to CPC Loan. As proposed there will be six units set aside for families with income and rent restrictions at 90% of AML.

CLOSING: To be Determined.

OTHER CONDITIONS: Satisfactory review and CPC approval of the following (as applicable):

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1. Subject to satisfactory review of borrower, principal and partners credit review and equity requirements.
2. Subject to MAI Appraisal with LTV not to exceed 80%;
3. Subject to satisfactory Environmental Assessment Report;
4. Subject to satisfactory Engineering Report, site inspection and final project budget;
5. Subject to satisfactory review of Borrowers, guarantors, and developer's organizational documents.
6. Subject to satisfactory review General Contractor and Architect Agreements;
7. Subject to satisfactory underwriting based on financial projections;
8. Subject to IDA inducement for mortgage and sales tax exemption as well as Tax Pilot.
9. Subject to final RE Tax analysis by assessor or Tax Pilot.
10. Subject to submission and final approval by CPC Loan Committee.

REPORT DEPOSIT:

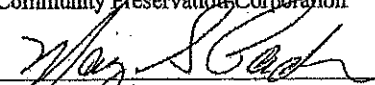
A report deposit will be required to pay the estimated costs and expenses involved in obtaining appraisal, environmental, and engineering reports when the Commitment Letter is issued. The estimated report deposit is \$ 11,500. (Appraisal est. \$4,500, Phase 1 & 2 est. \$3,500 and Engineer review of plan and costs est. \$3,500.)

Please signify your agreement to make a formal loan application (please complete the attached Loan Application) based on the terms of the above by signing and returning the enclosed copy of this letter, together with a \$100 Loan Application payable to The Community Preservation Corporation.

CPC's mortgage committee will determine final approval of any project. This letter is not to be construed as a commitment to finance but merely a letter of interest.

Very truly yours,

The Community Preservation Corporation

By: 

Name: Mary S. Oaden,
Sr. Vice President

Agreed and Accepted To By:
Borrower:

By: _____ Date: _____
Name:

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R21-10						
			Yes/Aye	No/Nay	Abstain	Absent
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☐	☐	☒	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

3. A motion was made by Councilmember Brannen and seconded by Councilmember L. Johnson to receive and print.

**RESOLUTION
(R21-11)**

INTRODUCED BY CHAIR SALEM AND COUNCILMEMBER BRANNEN

WHEREAS, the City of Poughkeepsie recognizes and supports the importance of revitalizing the Main Street Corridor for the economic and social well-being of its residents, businesses, and visitors; and

WHEREAS, the New York State Division of Housing and Community Renewal (DHCR) is making available funds to assist New York communities in Main Street/Downtown revitalization efforts under its New York Main Street Grant Program- Downtown Anchor Project; and

WHEREAS, Family Services, Inc. intends to submit an application for financial assistance to continue improvements to the Family Partnership Center located at 29 North Hamilton Street, including sidewalk and pavement replacement and utility relocation in an effort to add to the accessibility and safety of the building and support the sustainability of the organization and programming it hosts; and

WHEREAS, such funds are available for façade improvements, building renovations, and streetscape improvements subject to approvals and permits issued by the City of Poughkeepsie as may be required; and,

WHEREAS, the city believes both applications, if approved, would have a positive impact on the community and meet the grant program criteria; and,

WHEREAS, any local match would be provided by the applicants and there is no monetary obligation placed on the City of Poughkeepsie; and,

NOW, THEREFORE,

BE IT RESOLVED, the Common Council of the City of Poughkeepsie wholeheartedly support and endorses the application of Family Services Inc. to the New York State Division of Housing and Community Renewal for a grant under the New York Main Street Program- Downtown Anchor Project.

SECONDED BY COUNCILMEMBER L. JOHNSON

**New York Main Street 2020
Project Description**

Over the last several years, Family Services has embarked on a series of critical capital improvements at its main campus in order to provide long-term sustainability to the Family Partnership Center (FPC) and the 20 health/human services organizations it houses in Poughkeepsie (Dutchess County). In 2018, Family Services (owner and manager of the FPC) was awarded a Technical Assistance Grant from NY Main Street for the creation of a master plan that would delineate the FPC's capital needs and provide a work plan for moving forward. The plan was completed in July 2019 and was used to successfully solicit an additional award of \$490,000 from NY Main Street towards transforming the building's "main street" façade. This project, currently in the planning and approvals stage, will address the entryway's deteriorating structural components, provide more program space and greatly improve access for those with limited mobility and the many stroller-laden parents and infants navigating entry through the addition of an outdoor elevator and indoor "lift" to make the front entrance truly accessible to all.

Family Services is now seeking \$289,926 of a \$386,568 project to improve sidewalks and pavement around the building and relocate utilities to a more secure area. The existing sidewalks and pavement are deteriorated beyond repair, posing significant risk to pedestrians approaching the Family Partnership Center. The relocation of the utilities remaining in the basement of the Family Partnership Center will prevent their destruction in the event of another storm event such as happened in 2011 when flooding of the basement led to its being classified as within a vulnerable floodplain. This "Phase II" of Family Services' capital improvements will again add to the accessibility and safety of the building as well as build long term sustainability to the organization's overall ability to house and operate human services that support the most vulnerable populations in Dutchess County.

While the return on investment for disadvantaged youth has proven to be high, the FPC also provides educational opportunities for adults, parenting skills, health workshops, healthcare and much more, supporting the stability of low-income adults. Additionally, the FPC accounts for \$7.8M in spending in NY and generates an additional \$15.5M indirectly. This project will lead to community revitalization in an area that needs it most. By revitalizing the community, reducing crime, and creating sustainability for this "critical and strategic community resource" as per a City of Poughkeepsie Common Council resolution, economic investment will flow into the region.

Budget

Construction and contingency: \$312,000

Soft costs (18%): \$56,160

Administration (5%): \$18,408

Total project cost: \$386,568

Request to NY Main Street (75% of total): \$289,926

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R21-11						
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

4. A motion was made by Councilmember Brannen and seconded by Councilmember L. Johnson to receive and print.

**RESOLUTION
(R21-12)**

INTRODUCED BY CHAIR SALEM

WHEREAS, General Municipal Law Section 119-o authorizes municipal corporations to enter into agreements for the performance among themselves or one for the other in their respective functions, powers and duties on an individual, cooperative, joint or contract basis; and

WHEREAS, through Dutchess County's Police Reform and Modernization Collaborative the County is working with local municipalities toward enacting broad based police reform; and

WHEREAS, part of that reform includes providing police officers with training on Procedural Justice and Implicit Bias;

WHEREAS, a countywide training initiative is being implemented to provide all Dutchess County police agencies with the opportunity to provide their officers with this training; and

WHEREAS, Lieutenant McCarthy and Lieutenant Zeltman, of the City of Poughkeepsie Police Department, are master level instructors in both Procedural Justice and Implicit Bias training who have developed curriculum which is currently being implemented by the New York State Division of Criminal Justice Services into their Principled Policing Implicit Bias training program; and

WHEREAS, Dutchess County is desirous of contracting with the City of Poughkeepsie whereby these members of the City of Poughkeepsie Police Department will provide instruction on Procedural Justice and Implicit Bias to other local police agencies, and as consideration for such services Dutchess County shall pay the City of Poughkeepsie up to \$50,000 based on incurred overtime; and

NOW, THEREFORE,

BE IT RESOLVED, that the Common Council of the City of Poughkeepsie hereby approves the proposed inter-municipal agreement and authorizes the Mayor or his designee to execute such agreement in substantially the same for as attached hereto.

SECONDED BY COUNCILMEMBER BRANNEN

INTERMUNICIPAL AGREEMENT

THIS AGREEMENT, bearing the date set forth on the signature page, by and between the COUNTY OF DUTCHESS, a municipal corporation with offices at 22 Market Street, Poughkeepsie, New York 12601 (hereinafter referred to as the "COUNTY") and the CITY OF POUGHKEEPSIE POLICE DEPARTMENT, a municipal corporation whose address is 62 Civic Center Plaza, Poughkeepsie, New York 12601 (hereinafter referred to as the "MUNICIPALITY").

WITNESSETH:

WHEREAS, the County Office of Probation and Community Corrections desires the services of the City of Poughkeepsie Police Department to provide Procedural Justice and Implicit Bias Training to police officers from every town, village and city within Dutchess County, and

WHEREAS, the Dutchess County Police Reform and Modernization Collaborative was established in June of 2020 by County Executive Marcus J. Molinaro and Sheriff Adrian "Butch" Anderson and tasked with helping every town, village and city to enact broad-based police reform, and

WHEREAS, the reform plan includes providing police officers with training on evidence-based policing strategies, including but not limited to, procedural justice and implicit bias awareness training, and

WHEREAS, this countywide training initiative is being implemented to provide all Dutchess County police agencies with the opportunity to provide their officers this training which shall conclude in December of 2021, and

WHEREAS, by Resolution No. _____, the Dutchess County Legislature has prescribed conditions under which Dutchess County can _____ with other units of local government, and

WHEREAS, General Municipal Law Section 119-o authorizes municipal corporations and districts to enter into agreements for the performance among themselves or one for the other of their respective functions, powers and duties on a contract basis, and

WHEREAS, General Municipal Law §119-n defines "municipal corporation" as a county outside the Municipality of New York, a town, a village, a board of cooperative educational services, fire district, or a school district, and defines a "municipal district" as a county or town improvement district, among other things, and

WHEREAS, the Municipality is qualified and is willing and able to perform such services in a timely manner, and

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WHEREAS, the funds necessary to pay for such services are appropriated in the Adopted County Budget, and

NOW, therefore, it is mutually agreed by and between the parties hereto as follows:

1. SCOPE OF SERVICES. The Municipality shall perform, using standards of care acceptable to the County and in strict compliance with all applicable federal, state and local laws, regulations and procedures, the services set forth in Exhibit "A" annexed hereto and made a part of this Agreement.

If any term of the Scope of Services contradicts or creates an ambiguity with any term of this Agreement, this Agreement shall govern.

2. TERM OF AGREEMENT. This Agreement shall be effective as of October 1, 2020 and shall terminate on December 31, 2021, unless otherwise terminated as set forth herein.

3. PAYMENT. As full and complete consideration for the services so rendered, the County shall pay a total sum not to exceed FIFTY THOUSAND and 00/100 (\$50,000.00) DOLLARS. The Municipality may opt to receive payments electronically by submitting an authorization form to the Dutchess County Comptroller's Office.

The Municipality will only bill and be reimbursed by the County for Instructor/Facilitator overtime pay. Billing does not include training/facilitating performed during instructor/facilitator's normal work schedule and does not include any participants' time.

The Municipality must provide for a time keeping system to document employee overtime expenses so that records can be produced and provided when requested by the County. Reimbursement is dependent upon the timely submission of a Detailed Itemization of Personal Service Expenditures Form and Claim. An example of the type of information to support the claim can be found on the New York State Division of Criminal Justice Services website: <https://www.criminaljustice.ny.gov/ofpa/expenditure-based-vouchering.html>.

The Municipality must submit a claim and detailed itemization of personal service expenditures within thirty (30) days after the end of each quarter, as follows: For the 2020 fourth quarter, claim submission must be made by January 30, 2021; For the 2021 first quarter, claims submissions must be made by April 30, 2021; For the 2021 second quarter, claim submissions must be made by July 30, 2021; For the 2021 third quarter, claim submissions must be made by October 30, 2021; For the 2021 fourth quarter, claim submissions must be made by January 30, 2022.

All claims for payment are to be sent to the following address:

Dutchess County Office of Probation and Community Corrections
Attn: Marguerite Stein
50 Market Street
Poughkeepsie, New York 12601

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Payment of the above consideration shall be made to the Municipality upon submission of statements in a form satisfactory to the County. No payment shall be made prior to audit and approval by the County.

4. INDEPENDENT CONTRACTOR STATUS. The Municipality agrees that it is an independent contractor and that it shall not hold itself out to be an employee or officer of the County, and that therefore, neither federal, state nor local income tax nor payroll tax of any kind shall be withheld or paid by the County on behalf of the Municipality or his employees; that the Municipality shall not be eligible for, and shall not be entitled to participate in, any employee pension, health, retirement or other fringe benefit plan of the County; that the Municipality shall have no workers' compensation or disability coverage through the County for the Municipality or its employees, and that the Municipality shall not be entitled to make any claim against the County for these or any other rights or privileges of an officer or employee of the County.

5. DEFENSE AND INDEMNIFICATION.

PROFESSIONAL SERVICES: For all matters arising out of the Municipality's professional services, the Municipality agrees, to the fullest extent permitted by law, to indemnify and hold harmless the County, its officers, and employees against damages, liabilities and costs, including reasonable attorney's fees, to the extent caused by the negligent performance of the Municipality, or third parties under the direction or control of the Municipality, in the performance of professional services under this Agreement.

GENERAL LIABILITY: For all matters other than those arising out of the Municipality's professional services (such other matters commonly referred to as "General Liability Claims"), the Municipality agrees to the fullest extent permitted by law to defend, indemnify and hold the County and its employees harmless from any and all such losses, claims, liens, demands and causes for action, including but not limited to, judgments, penalties, interest, court costs, and legal fees incurred by the County on behalf of any party, in connection with or arising directly or indirectly from this Agreement. The Municipality shall investigate, handle, respond to and defend any such claims, demands or suits at his sole expense, and shall bear all other related costs and expenses even if such claims, demands or suits are groundless, false or fraudulent. This indemnification section shall survive the expiration or termination of this Agreement.

In any matter in which indemnification hereunder for either professional or non-professional services would violate Section 5-322.1 of the New York General Obligations Law or any other applicable legal prohibition, the foregoing provisions shall not be construed to indemnify the County for damage arising out of bodily injury to persons or to property caused by or resulting from the sole negligence of Dutchess County employees. The term "employee" shall include all officers, advisory board members and/or volunteers serving the County.

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6. INSURANCE REQUIREMENTS. At all times during the term of this Agreement, the Municipality and its sub-contractors, if any, shall maintain at its own cost the following insurance and shall provide proof thereof to the County, in the form of a Certificate of Insurance, prior to commencing work under this Agreement:

Worker's Compensation Employer's Liability (statutory limits). In compliance with the Workers' Compensation Law of the State of New York, each Municipality shall provide:

- a. a certificate of insurance on an Acord form indicating proof of coverage for Worker's Compensation, Employer's Liability, OR
- b. a New York State Workers Compensation Notice of Compliance (Form C-105, Form U-26.3, Form SI-12 or Form SI-105.2P).
- c. In the event that the Municipality is exempt from providing coverage, it must provide a properly executed copy of the Certificate of Attestation of Exemption from NYS Workers' Compensation Board, Form CE-200.
- d. A certificate of participation in a self-insurance program. The department responsible for the implementation of the Agreement will obtain verification from the Director of Risk Management for those municipalities participating in the Dutchess County Self-Insured Plan.

Commercial General Liability Insurance coverage including blanket contractual coverage for the operation of the program under this Agreement with limits not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate. This insurance shall be written on an occurrence coverage form and include bodily injury, property damage liability. The County must be listed as additional insured. The additional insured endorsement for the Commercial General Liability insurance required above shall not contain any exclusion for bodily injury or property damage arising from completed operations.

Automobile Liability Insurance coverage for all owned, scheduled, hired, and non-owned vehicles with a combined single limit of liability of not less than \$1,000,000. This insurance shall include coverage for bodily injury and property damage. The County must be listed as additional insured.

The Acord form certificate of insurance must contain the following provisions:

- (A) The County of Dutchess must be listed as certificate holder and additional insured on the commercial general, umbrella/excess, and automobile liability policies. In addition, the commercial general liability policy must include the additional insured endorsement forms eg 2037 July 2004 edition and the eg 2010 April 2013 edition or their equivalent.
- (B) The commercial general and automobile policies are primary and noncontributory.
- (C) The commercial general liability, auto liability and workers compensation policies must contain a waiver of subrogation in favor of the County of Dutchess.

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(D) The umbrella/excess policy, if applicable, is primary and noncontributory and must contain a waiver of subrogation in favor of the County of Dutchess.

(E) If the workers compensation Notice of Compliance is used instead of the Acord certificate of insurance, the Notice of Compliance must indicate that a waiver of subrogation in favor of the County of Dutchess is provided.

All policies of insurance referred to above shall be underwritten by companies authorized to do business in the State of New York with an A.M. Best financial strength rating of A- or better. In the alternative, the policies of insurance referred to above may be underwritten by Non-Admitted companies with an A.M. Best financial strength rating of A+ or higher. In addition, every policy required above shall be primary and noncontributory. Any insurance carried by the County, its officers, or its employees shall be excess and noncontributory insurance to that provided by the Municipality. The Municipality and its sub-contractor(s), if any, shall be solely responsible for any deductible losses under each of the policies required above.

Payment(s) to the Municipality may be suspended in the event the Municipality and its sub-contractor(s), if any, fails to provide the required insurance documentation in a timely manner.

Prior to cancellation or material change in any policy, a thirty (30) day notice shall be given to the County Attorney at the address listed below:

Dutchess County Attorney
County Office Building
22 Market Street
Poughkeepsie, New York 12601

On receipt of such notice, the County shall have the option to cancel this Agreement without further expense or liability to the County, or to require the Municipality to replace the cancelled insurance policy, or rectify any material change in the policy, so that the insurance coverage required by this paragraph is maintained continuously throughout the term of this Agreement in form and substance acceptable to the County. Failure of the Municipality to take out or to maintain, or the taking out or the maintenance of any required insurance, shall not relieve the Municipality from any liability under this Agreement nor shall the insurance requirements be construed to conflict with or to limit the obligations of the Municipality concerning indemnification.

All losses of County property shall be adjusted with and made payable directly to the County.

All Certificates of Insurance shall be approved by the County's Director of Risk Management or designee prior to commencement of any work under this Agreement.

In the event that claims in excess of these amounts are filed in connection with this Agreement, the excess amount or any portion thereof may be withheld from payment due or to

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become due the Municipality until the Municipality furnishes such additional security as is determined necessary by the County.

7. QUALIFICATIONS OF MUNICIPALITY. The Municipality specifically represents that it and its members, officers, employees, agents, servants, consultants and sub-contractor(s), if any, have the experience, knowledge and character necessary to perform their particular duties under this Agreement.

8. DECLARATION BY MUNICIPALITY. The Municipality declares that it has complied with all federal, state and local laws regarding business permits, certificates and licenses that may be required to carry out the work to be performed under this Agreement.

9. NON-DISCRIMINATION. No services to be rendered pursuant to, or in connection with, this Agreement may be refused to any person because of age, race, color, creed, sex, sexual orientation, national origin, disability or marital status.

The Municipality shall take all affirmative steps necessary to ensure equal employment opportunities without discrimination because of age, race, creed, color, sex, sexual orientation, national origin, disability or marital status and to comply with all federal, state and local civil rights laws including, but not limited to, the Americans with Disabilities Act.

10. RETENTION OF RECORDS. The Municipality agrees to maintain and have available for audit such records as may be required by the County, New York State or United States governmental agencies. These records shall be available for inspection by properly identified personnel of the above governmental agencies upon reasonable notice, and shall be maintained for a minimum of ten (10) years after termination of this Agreement.

11. NON-ASSIGNMENT. This Agreement may not be assigned by the Municipality without prior written consent of the County, and the County shall be relieved of all liability and obligations consistent with the New York State General Municipal Law Section 109 in the event of such unauthorized assignment.

12. TERMINATION. (a) *Without cause.* The County may terminate this Agreement upon ten (10) days' prior written notice to the Municipality of its intent to terminate without cause.

(b) *With cause.* The County may terminate this Agreement effective immediately, with subsequent written notice to be given to the Municipality of termination with cause.

In the event of termination with or without cause, the Municipality shall deliver to the County any or all drawings, specifications, reports and other data, records, materials and equipment in its custody or control pertaining to the Agreement and the County shall pay to the Municipality all amounts due to the time of termination in accordance with the terms of this Agreement. Such termination shall not give rise to any cause of action against the County for damages, loss of profits, expenses or other remuneration of any kind. Notwithstanding any other provision of this Agreement, if, in the judgment of the County, termination is made necessary or

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desirable because of the Municipality's failure to fulfill its obligations under this Agreement, or any other fault of the Municipality, the County may withhold payment of all or any part of moneys which otherwise may be payable to the Municipality under this Agreement and apply such moneys toward any damages or expenses sustained by the County as a result of such failure including, without limitation, any excess costs incurred by the County in completing the services under this Agreement by the use or employment of other contractors or otherwise. Notwithstanding the foregoing, the Municipality shall be liable to the County for all such damages and expenses without limitation to any such moneys being withheld by the County, and the failure of the County to withhold moneys from the Municipality shall not be construed as an acknowledgement by the County that no such damages or expenses exist and shall not prevent the County from thereafter making any claim against the Municipality therefore.

13. EXECUTORY. The Dutchess County fiscal year begins on January 1st and ends on December 31st of any given year. Notwithstanding anything to the contrary contained herein, it is understood and agreed that this Agreement shall be deemed executory only to the extent of the moneys available to the County for the performance of the terms hereof and that, in the event that the Dutchess County Legislature fails to appropriate the necessary funds to affect payment in any calendar year beyond the initial year herein, this Agreement shall automatically cease and terminate on the last day of the year in which funds have been appropriated for said Agreement and no liability on account thereof shall be incurred by the County beyond the funds available for the performance of this Agreement. It is further understood and agreed that neither this Agreement nor any representation by any public employee or officer creates any legal or moral obligation to request, appropriate or make available moneys for the purpose of this Agreement.

14. NOTICE. Except as otherwise provided in this Agreement, notice required to be given pursuant to this Agreement shall be made in writing and addressed to the following or such other person as the parties may designate:

Office of Probation and Community Corrections
Attn: Director
50 Market Street
Poughkeepsie, NY 12601

City of Poughkeepsie Police Department
Attn: Police Chief
62 Civic Center Plaza
Poughkeepsie, NY 12601

15. NON-WAIVER. Failure of either party to exercise any rights under this Agreement for a breach thereof shall not be deemed a waiver thereof or a waiver of any subsequent breach.

16. SEVERABILITY. If any provision of this Agreement shall be held unenforceable, the rest of the Agreement shall nevertheless remain in full force and effect.

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17. CHOICE OF LAW, VENUE. Any dispute arising directly or indirectly out of this Agreement shall be determined pursuant to the laws of the State of New York. The parties hereby choose the New York State Supreme Court, Dutchess County as the forum for any such dispute.

18. NO ARBITRATION. Disputes involving this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration but must instead be heard in accordance with the Paragraph above entitled "Choice of Law, Venue".

19. SERVICE OF PROCESS. In addition to the methods of service allowed by the New York State Civil Practice Law & Rules ("CPLR"), the Municipality hereby consents to service of process on it by registered or certified mail, return receipt requested or by facsimile (fax) transmission. Service hereunder shall be complete when deposited in the United States mail, duly addressed and with proper postage or when the fax has connected. The Municipality must promptly notify the County, in writing, of each and every change of address to which service of process can be made. Service by the County to the last known address shall be sufficient. The Municipality will have thirty (30) calendar days after service is complete in which to respond.

20. NOTICE OF INTENT TO SUE. (a) Municipality agrees that at least ninety (90) days prior to commencing suit against the County for any matter arising directly or indirectly out of this Agreement, Contractor shall provide to the County a sworn document listing the time, place, and manner of any breach of this agreement, together with an itemized list of any damages to which Contractor believes itself entitled. (b) County shall have the right to conduct a deposition upon oral questions of an officer, employee or agent of the Contractor, of the County's choice, as to any matter arising under this agreement within the 90 day period described above. (c) Strict compliance with this paragraph shall be a condition precedent to maintenance or institution of any action or proceeding, whether legal or administrative. This paragraph shall not be construed to toll any applicable statute of limitation. (d) Any action against the County must be commenced within one year of the event which gives rise to liability.

21. CAPTIONS. The captions are inserted only as a matter of convenience and reference, and in no way define, limit or describe the scope or intent of this Agreement nor in any way affect the terms hereof.

22. GENDER. Words of the masculine or feminine gender in this Agreement, unless the meaning of the sentence indicates otherwise, shall be deemed to refer to either male or female persons.

23. AUDIT. Municipality shall maintain an accounting system that enables the County to readily identify assets, liabilities, revenues, expenses and disposition of County funds. Records should include, but not be limited to, those kept by the Municipality, its employees, agents, assigns, and subcontractors.

All vouchers or invoices presented for payment to be made hereunder, and the books, records and accounts upon which the vouchers or invoices are based are subject to review by the

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responsible department and audit by the County Comptroller. The Municipality shall submit any and all documentation and justification in support of expenditures or fees under this Agreement as may be required by the County.

The audits may include examination and review of the source and application of all funds from the county, state, or federal governments. Municipality shall not be entitled to any interim or final payment under this Agreement, and any overpayment may be recouped, if any audit requirements and/or requests have not been satisfactorily met or if any expenditures or fees by the Municipality are determined to be irregular by the auditor. This paragraph shall survive the termination of the Agreement.

24. MUNICIPALITY'S OBLIGATIONS POST TERMINATION WITH OR WITHOUT CAUSE. Upon termination of this Agreement, Municipality shall: (1) cooperate with the County to develop a transition plan and assist in affecting an orderly transfer of services and obligations to any successor Municipality(ies) so as to prevent any disruption in services; (2) provide County with access to and a copy of, all books, records and other non-proprietary documents including, but not limited to digital records, relating to the performance of services under this Agreement that are required or requested, at no charge; and if so directed by the County, (3) continue to perform such services prior to actual termination at the agreed upon contractual rate for up to an additional one hundred twenty (120) days following the notice of termination. The obligations of this paragraph shall survive the termination of this Agreement whether the agreement is terminated for cause or terminated for convenience.

25. REQUIRED PROVISIONS OF LAW. Each and every provision of federal, state or local law, rule or regulation required by law to be inserted in this Agreement shall be deemed to have been inserted herein. If any such provision is not inserted, through mistake or otherwise, then upon the application of either party, this Agreement shall be physically amended to make such insertion.

26. RULES OF CONSTRUCTION. This Agreement shall be deemed to have been mutually prepared by the parties hereto and shall not be construed against any of them solely by reason of authorship.

27. COUNTERPARTS; SIGNATURES TRANSMITTED BY ELECTRONIC MEANS. This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one agreement, and any of the parties hereto may execute this Agreement by signing any such counterpart. A facsimile or signature transmitted by electronic means applied hereto or to any other document shall have the same force and effect as a manually signed original. This provision contemplates giving legal force and effect to copies of signatures. This provision does not contemplate the use of "electronic signatures" as regulated by New York State Technology Law Article 3, "Electronic Signatures and Records Act."

28. ENTIRE AGREEMENT. The terms of this Agreement, including its attachments and exhibits, represent the final intent of the parties. Any modification, rescission or waiver of the terms of this Agreement must be in writing and executed and acknowledged by the parties with the same formalities accorded this basic Agreement.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement made this
____ day of _____, 2020.

APPROVED AS TO FORM:

ACCEPTED: COUNTY OF DUTCHESS

County Attorney's Office

BY: _____
Marcus J. Molinaro
County Executive

APPROVED AS TO CONTENT:

CITY OF POUGHKEEPSIE POLICE
DEPARTMENT:

Office of Probation and Community
Corrections

BY: _____
Thomas Pape
Police Chief

Dutchess County Police Reform and Modernization Collaborative

Countywide Procedural Justice & Implicit Bias Training Initiative

Introduction

Established in June of 2020 by County Executive Marc Molinaro and Sheriff Adrian "Butch" Anderson, the Dutchess County Police Reform and Modernization Collaborative has been tasked with helping every town, village and city to enact broad based police reform.

Part of this reform plan includes providing police officers with training on evidence-based policing strategies, including but not limited to, procedural justice and implicit bias awareness training. A countywide training initiative is being implemented to provide all Dutchess County police agencies with the opportunity to provide their officers with this training. The training initiative will begin October of 2020 and will conclude in December of 2021.

Scope of Services

1. **Number of Classes Conducted** - A total of sixteen of the 8-hr Procedural Justice classes and sixteen of the 8-hr Implicit Bias classes will be conducted during this entire training initiative. In 2020, eight of the 8-hr Procedural Justice classes will be conducted. In 2021, eight of the 8-hr Procedural Justice classes will be conducted and sixteen of the 8-hr Implicit Bias classes will be conducted.
2. **Instructors**: Classes will be taught by police instructors qualified by the New York State Division of Criminal Justice Services (NYS DCJS) to provide general police instruction and qualified to teach the Procedural Justice and Implicit Bias training courses.
3. **Facilitators**: Classes will be facilitated by police instructors qualified by the New York State Division of Criminal Justice Services to provide general police instruction. Facilitators will complete administrative tasks associated with presenting the training classes and assist the instructors.
4. **8-hr Procedural Justice Training** - Procedural Justice, also known as Principled Policing, focuses on the way police interact with the public and how these interactions influence crime rates and the public's view of police and willingness to obey the law. Evidence shows that practicing procedural justice can have a significant impact on compliance, cooperation, public safety and officer safety. The objective of the Procedural Justice and Police Legitimacy portion of the training will focus on understanding police legitimacy and procedural justice, the relationship between the community and the police and the role history has played in hindering legitimacy in some communities. The objective of the Tactical Mindset portion of the training will, through visual and scenario-based training modules, put into practice the basic principles of Procedural Justice to increase officer safety improve the ability of police officers to do their jobs and recognize situations where procedural justice principles may apply.

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5. **8-hr Implicit Bias Training** – The objectives of this training include: Recognizing your own human biases; Understanding how implicit biases can affect your perceptions and behavior; Understanding how biased policing impacts community members and the department; Understanding how this training supports procedural justice and thus police legitimacy; Developing skills and tactics to reduce influence of bias on police practice and allow you to be safe, effective and just police professionals.
6. **Administrative Tasks**: Tasks associated with facilitating the training including student registration, prepare certificates of completion, complete student rosters, submit appropriate paperwork to NYS DCJS for inclusion on student transcripts, classroom preparation, COVID-19 screenings, sanitizing the instructional space and other related tasks as required.
7. **Hours of Instruction and Facilitation**: City of Poughkeepsie Police Department will only bill and be reimbursed by the County for Instructor/Facilitator overtime pay. For each class, provide no more than three instructors not to exceed a total of twenty-four hours of overtime pay. For each class, provide no more than two facilitators not to exceed a total of four hours of overtime pay. Billing does not include training/facilitating performed during instructor/facilitator's normal work schedule and does not include any participants' time.

R21-12						
			Yes/Aye	No/Nay	Abstain	Absent
☒ Accepted ☐ Defeated ☐ Tabled	Councilmember Flowers	Voter	☒	☐	☐	☐
	Councilmember McNamara	Voter	☒	☐	☐	☐
	Councilmember Cherry	Voter	☒	☐	☐	☐
	Councilmember R. Johnson	Voter	☒	☐	☐	☐
	Councilmember Menist	Voter	☒	☐	☐	☐
	Councilmember Petsas	Voter	☒	☐	☐	☐
	Councilmember L. Johnson	Voter	☒	☐	☐	☐
	Councilmember Brannen	Voter	☒	☐	☐	☐
	Chair Salem	Voter	☒	☐	☐	☐

IX. ORDINANCES AND LOCAL LAWS:

X. PRESENTATION OF PETITIONS AND COMMUNICATIONS:

XI. OLD BUSINESS:

X. ADJOURNMENT:

A motion was made by Councilmember Brannen and seconded by Councilmember Flowers to adjourn the meeting at 9:58 p.m.

Dated: January 11, 2021

I hereby certify that this true and correct copy of the Minutes of the Common Council Meeting held on Monday, January 4, 2021

Respectfully submitted,

**Deanne L. Flynn
City Chamberlain**