



CITY OF NEWBURGH
COUNCIL MEETING AGENDA
SESION GENERAL DEL CONSEJAL

February 13, 2023
7:00 PM

Mayor/Alcaldesa

1. Moment of Silence / Momento de Silencio
2. Pledge of Allegiance / Juramento a la Alianza

City Clerk:/Secretaria de la Ciudad

3. Roll Call / Lista de Asistencia

Communications/Comunicaciones

4. Approval of the minutes from the City Council meeting of January 23, 2023 / Aprobacion del Acta de la Reunion General del Consejo del 23 de enero de 2023
5. City Manager Update / Gerente de la Ciudad Pone al Dia a la Audiencia de los Planes de Cada Departamento

Presentations/Presentaciones

Comments from the public regarding agenda and general matters of City Business/Comentarios del público con respecto a la agenda y sobre asuntos generales de la Ciudad.

Comments from the Council regarding the agenda and general matters of City Business/Comentarios del Consejo con respecto a la agenda y sobre asuntos generales de la Ciudad

City Manager's Report/ Informe del Gerente de la Ciudad

6. Resolution No. 17 - 2023 - Proposal with LaBella for 2023 Annual Sampling on the Former Consolidated Iron Cleanup Site

Resolution authorizing the City Manager to accept a proposal with LaBella Associates, D.P.C. to perform additional groundwater sampling, reporting and periodic review of the engineering and institutional controls at the delisted Consolidated Iron Superfund Site at a cost of \$6,500.00

Resolución autorizando al Gerente de la Ciudad a aceptar una propuesta con LaBella Associates, D.P.C. para realizar pruebas adicionales de aguas subterráneas, informes y revisiones periódicas de los controles de ingeniería y controles institucionales en el Sitio Superfondo de Hierro Consolidado deslistado a un costo de \$6,500.00

7. Resolution No. 18 - 2023 - ARCADIS Proposal Browns Pond Pump Station Generator Construction Administration

Resolution authorizing the City Manager to accept a proposal and execute a professional engineering services agreement with Arcadis of New York, Inc. for construction administration services in the Brown's Pond Pump Station Permanent Generator Project at a cost not to exceed \$40,000.00

Resolución que autoriza al Gerente de la Ciudad a aceptar una propuesta y ejecutar un acuerdo de servicios profesionales de ingeniería con Arcadis of New York, Inc. para los servicios de administración de la construcción en el Proyecto del Generador Permanente de la Estación de Bombas de la Charca de Brown a un coste que no exceda \$40,000.00

8. Resolution No. 19 - 2023 - UST Removal at 125-129 Grand Street Papitto Construction Change Order No. 3

Resolution authorizing the City Manager to execute Change Order No. 3 with Papitto Construction Company, Inc. for the removal of an underground petroleum storage tank at City-owned property located at 125-129 Grand Street

Resolución que autoriza al Gerente de la Ciudad a ejecutar la Orden de Cambio No. 3 con Papitto Construction Company, Inc. para la remoción de un tanque de almacenamiento subterráneo de petróleo en la propiedad de la Ciudad ubicada en el 125-129 Grand Street

9. Resolution No. 20 - 2023 - City Event Sponsorship Policy

A resolution adopting the City of Newburgh Public Special Events Sponsorship Policy and Procedure

Una resolución que adopta la Póliza y Procedimiento de Patrocinio de Eventos Especiales Públicos de la Ciudad de Newburgh

10. Resolution No. 21 - 2023 - 2022 Year End Budget Adjustment (For Audit)

Resolution amending Resolution No: 283-2021, the 2022 Budget for the City of Newburgh, New York for 2022 year end budget transfers and/or amendments to adjust for any items in excess of budget

Resolución que enmienda la Resolución No: 283-2021, el Presupuesto de 2022 para la Ciudad de Newburgh, Nueva York para las transferencias y/o enmiendas presupuestarias de fin de año de 2022 para ajustar cualquier partida que exceda el presupuesto

11. Resolution No. 22 - 2023 - Schedule FY2022 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER)

Resolution scheduling the Community Development Block Grant (CDBG)

Consolidated Annual Performance and Evaluation Report (CAPER) public hearing and opening of the 15-day public comment period for Fiscal Year 2022

Resolución que programa la audiencia pública y abre el periodo de comentarios públicos por 15 días para el año fiscal 2022 de la Subvención para Bloques de Desarrollo Comunitario (CDBG) Informe Anual de Desempeño y Evaluación (CAPER)

12. Resolution No. 23 - 2023 - To Apply for and Accept if Awarded an Assistance to Firefighters Grant (AFG) in the Amount of \$35,000 with a 10% match

Resolution authorizing the City Manager to apply for and accept if awarded a Fiscal Year 2022 Department of Homeland Security FEMA Assistance to Firefighters Grant in the amount of \$35,000.00 with a \$3,500.00 City match for the purchase of fitness equipment for the City of Newburgh Fire Department

Resolución que autoriza al Gerente de la Ciudad a solicitar y aceptar si es otorgado un Subsidio FEMA de Asistencia a Bomberos del Departamento de Seguridad Nacional para el Año Fiscal 2022 por el monto de \$35,000.00 con un aporte de \$3,500.00 de la Ciudad para la compra de equipos de acondicionamiento físico para el Departamento de Bomberos de la Ciudad de Newburgh

13. Resolution No. 24 - 2023 - Contract with The Setroc Group, Inc.

Resolution authorizing the City Manager to execute a contract with The Setroc Group, Inc. for strategic marketing services

Resolución que autoriza al Gerente de la Ciudad a ejecutar un contrato con The Setroc Group, Inc. para servicios de comercialización estratégicos

14. Resolution No. 25 - 2023 - Appointments - Human Rights Commission

Resolution appoint John C. Davis and Lesly Garcia to fill two vacancies on the Human Rights Commission

Resolucion nombrando a John C. Davis y Lesly Garcia como miembros de la Comision de Derechos Humanos para llenar dos puestos vacantes

15. Resolution No. 26 - 2023 - Appointments - Board of Assessment Review

A resolution appointing Allison G. Blackman, Dianne Dixon, and Andrew Schrijver to the Board of Assessment Review

Resolución nombrando a Allison G. Blackman, Dianne Dixon y Andrew Schrijver como miembros de la Junta de Revisión de Evaluaciones

16. Local Law No. A - 2023 - Local Law Enacting Hotel Room Occupancy Tax

Local Law adding Article XIII, entitled "Hotel Room Occupancy Tax" to

Chapter 270 entitled "Taxation" of the City Code of the City of Newburgh

Ley local añadiendo el Artículo XIII, titulado "Impuesto sobre las Habitaciones de Hotel" al Capítulo 270 titulado "Impuestos" del Código Municipal de la Ciudad de Newburgh

17. Resolution No. 27 - 2023 - Scheduling a Public Hearing - Local Law Amending Exemption Term of Chapter 270 "Taxation" Article V "Exemption for First-Time Homebuyers of Newly Constructed Homes"

Resolution scheduling a public hearing for February 27, 2023 to hear public comment concerning a Local Law amending Article V "Exemption for First-Time Homebuyers of Newly Constructed Homes" of Chapter 270 "Taxation" of the Code of Ordinances of the City of Newburgh

Resolución que programa una audiencia pública para el 27 de febrero de 2023 para escuchar comentarios públicos sobre Una ley local que enmienda el Artículo V "Excepción para Compradores de Hogares por Primera Vez de Hogares Nuevos Construidos" del Capítulo 270 "Impuestos" del Código de Ordenanzas de la Ciudad de Newburgh

18. Resolution No. 28 - 2023 - Scheduling a Public Hearing - Local Law Amending Article XII Department of Fire

Resolution scheduling a public hearing for February 27, 2023 to hear public comment concerning a Local Law amending Article XII, entitled "Department of Fire" of the City Charter of the City of Newburgh

Resolución que programa una audiencia pública para el 27 de febrero de 2023 para escuchar comentarios públicos sobre una ley local que enmienda el artículo XII, titulado "Departamento de Bomberos" de los Estatutos de la Ciudad de Newburgh

19. Resolution No. 29 - 2023 - Scheduling a Public Hearing - Local Law Amending Chapter 42 Fire Department

Resolution scheduling a public hearing for February 27, 2023 to hear public comment concerning a Local Law amending Chapter 42, entitled "Fire Department" of the Code of Ordinances of the City of Newburgh

Resolución que programa una audiencia pública para el 27 de febrero de 2023 para escuchar comentarios públicos sobre Una ley local que enmienda el Capítulo 42, titulado "Departamento de Bomberos" del Código de Ordenanzas de la Ciudad de Newburgh

Old Business: / Asuntos Pendientes

New Business: / Nuevos Negocios

Final Comments from the City Council/ Comentarios Finales del Ayuntamiento:

Adjournment/ Aplazamiento:

RESOLUTION NO.: 17 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER
TO ACCEPT A PROPOSAL WITH LABELLA ASSOCIATES, D.P.C.
TO PERFORM ADDITIONAL GROUNDWATER SAMPLING, REPORTING AND
PERIODIC REVIEW OF THE ENGINEERING AND INSTITUTIONAL CONTROLS AT
THE DELISTED CONSOLIDATED IRON SUPERFUND SITE AT A COST OF \$6,500.00**

WHEREAS, the United States Environmental Protection Agency and the New York State Department of Environmental Conservation approved the Site Management Plan for the Consolidated Iron Superfund Site, and subsequently delisted the site in December of 2014; and

WHEREAS, provisions in Site Management Plan requires the City of Newburgh to conduct groundwater sampling and periodic review of the engineering and institutional controls at the delisted Consolidated Iron Superfund Site; and

WHEREAS, by Resolution No. 267-2015 of October 26, 2015, Resolution No. 125-2017 of May 22, 2017, Resolution No. 192-2018 of August 13, 2018, Resolution No. 106-2020 of May 1, 2020, and Resolution No. 160-2021 of July 12, 2021, the City Council approved contracts with The Chazen Companies to conduct groundwater sampling, reporting services and periodic reviews of the engineering and institutional controls at the delisted Consolidated Iron Superfund Site; and

WHEREAS, LaBella Associates, D.P.C. has acquired The Chazen Companies and has submitted a proposal to conduct such groundwater sampling, reporting services and periodic review of the engineering and, institutional controls at the delisted Consolidated Iron Superfund Site at a cost of \$6,500.00 with funding to be derived from A.1440.0448.0003; and

WHEREAS, this Council has determined that accepting such proposal and entering into a contract for such work is in the best interests of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to accept a proposal and enter into a contract with LaBella Associates, D.P.C. to conduct groundwater sampling, reporting services and review of the engineering and institutional controls at the delisted Consolidated Iron Superfund Site at a cost of \$6,500.00.

Professional Services Agreement

Agreement made the ____ day of _____, 20__
between

LaBella Associates, D.P.C.
("LaBella")

and

City of Newburgh
("Client")

for services related to the following Project:

Former Consolidated Iron Site
Washington Street, Newburgh, NY
("Project")

LaBella and Client hereby agree as follows:

Description of Services: LaBella shall perform the services set forth and described in LaBella's proposal, dated ____ January 13, 2023____, a copy of which is attached as *Exhibit A*, in accordance with the terms and conditions of this contract attached as *Exhibit B*.

Compensation for Services: A retainer in the amount of \$____N/A____ shall be required prior to the initiation of services. This retainer will be held until the end of the Project and applied to Client's final invoice. Any excess amount shall be returned to Client. Client shall compensate LaBella for its professional services as set forth in LaBella's proposal. LaBella shall submit invoices for services rendered monthly. Client shall make payment to LaBella no later than thirty (30) days after the date of each invoice.

Term: LaBella shall commence performing its services when Client gives notice to proceed. This Agreement shall terminate when LaBella's services are completed and final payment has been received from Client, or as otherwise provided in this Agreement.

Insurance: LaBella shall maintain, at its own expense, throughout the term of this Agreement and until the expiration of all applicable statutes of limitation, the following insurance coverages:

- Comprehensive general liability insurance with policy limits of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate for bodily injury and property damage;
- Automobile liability insurance covering owned, non-owned, rented and hired vehicles operated by LaBella with policy limits of not less than \$1,000,000 combined single limit and aggregate for bodily injury and property damage;
- Umbrella liability insurance with policy limits of not less than \$10,000,000 each occurrence and \$10,000,000 in the aggregate;
- Worker's compensation insurance at statutory limits and employer's liability insurance with a policy limit of not less than \$1,000,000 for all employees engaged in the rendering of professional services under this Agreement; and
- Professional liability insurance with policy limits of not less than \$5,000,000 per claim and \$7,500,000 in the aggregate.

Client shall be named as an additional insured on a primary and non-contributory basis under the CGL, Automobile and Umbrella insurance policies. LaBella shall provide to the Client certificates of insurance evidencing compliance with the requirements of this Agreement. The certificates shall contain a provision that at least thirty (30) days prior written notice shall be given to Client in the event of cancellation, non-renewal, or reduction of the insurance.

Indemnification: To the fullest extent permitted by law, LaBella shall indemnify and hold the Client and its officers and employees harmless from and against liabilities, damages, losses and judgments, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts, errors or omissions of LaBella, its employees and its consultants in the performance of professional services under this Agreement.

In recognition of the relative risks and benefits of the Project to both Client and LaBella, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the liability of LaBella and LaBella's consultants for any and all claims, liabilities, damages, losses, costs, and judgments of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of LaBella and LaBella's consultants shall not exceed \$50,000 or LaBella's total fee for services rendered on this Project, whichever is greater.

LaBella Associates, D.P.C.

Client Name

By: _____

By: _____

Name _____

Name _____

Title _____

Title _____

Date: _____

Date _____

Exhibit A

LaBella's Proposal



January 13, 2023

Mr. Jason C. Morris, P.E. City Engineer
Office of the Engineer
83 Broadway
Newburgh, NY 12550

Re: Consolidated Iron and Metal Site – 2023 Annual Sampling/Reporting
EPA Site Number: NY0002455756
NYSDEC Site Number: 336055

Dear Mr. Morris,

LaBella Associates, DPC (LaBella) appreciates this opportunity to continue providing groundwater sampling and reporting support for the former Consolidated Iron and Metal Site in the City of Newburgh, Orange County, New York. The work will closely match field services provided during the past six years.

Phase 0100 - 2023 Groundwater Sampling

LaBella will conduct one round of groundwater sampling from the presently-required eight existing on-site groundwater monitoring wells. This sampling event will be planned to occur in the first quarter of 2023 to provide data in time for a PRR submittal by June 15 of 2023.

Wells will be purged using low-flow sampling methods. Water quality parameters will be recorded while purging to assure stabilized flow through well screens into dedicated sample tubing. Purge water will be decanted to the ground based on permission received previously from NYSDEC.

Collected samples will be placed on ice and submitted to an ELAP certified laboratory for standard turnaround with Class A data deliverables under standard chain-of-custody procedures. The samples will be submitted for analysis of CP-51 VOCs, CP-51 SVOCs and Lead using appropriate NYS CLP-ASP methods. Well MW-2 will also be analyzed for Arsenic. As elevated sample turbidity is proven to influence total (unfiltered) metals results, Chazen will also collect a filtered aliquot for dissolved metals analysis at any well location exhibiting field turbidity readings in excess of 50 NTUs.

Quality Assurance (QA) samples will also be collected and submitted for analysis. QA sampling will consist of a field duplicate submitted for analysis of each suite of parameters, an MS/MSD sample for VOC and SVOC analysis, a trip blank for VOCs only, and a temperature blank (for the shipment integrity).

Phase 0200- 2023 Periodic Review Report (PRR)

LaBella will perform a visual assessment and evaluation of the site's existing Engineering and Institutional Controls while on site for the Task 0100 sampling. Primary features observable on site



include condition of the soil cover system and integrity of the perimeter fence. LaBella will discuss with the City any noted concerns prior to finalization of the Periodic Review Report (PRR).

The PRR will be prepared in general accordance with the applicable NYSDEC guidance, including Certification by a PE that the EC/IC requirements are being met. The groundwater sampling report and visual inspection and site photolog will be included in the PRR along with recommendations, if any. A draft of the PRR will be submitted to the City for review and comment before the final document is finalized for submission.

SCHEDULE:

As noted above, LaBella would plan to conduct the Task 0100 sampling event in the first quarter of 2023 to meet the required reporting schedule.

COSTS

LaBella can complete the scope requested as specified in this proposal for the lump sum price of **\$6,500**

Task	Labor, Field Materials and Travel	Lab Estimate	Total
Task 100 - Routine Sampling	\$2,650	\$1,950	\$4,600
Task 200 - 2023 PRR	\$1,900	N/A	\$1,900
Totals	\$4,550	\$1,950	\$6,500

ASSUMPTIONS AND LIMITATIONS

No additional Site-Specific Work Plan or Quality Assurance Project Plan is required for submission to NYSDEC or the USEPA. The current approved SMP is sufficient to meet the project Data Quality Objectives. Site access will be readily provided. Based on the SMP, Class B deliverable data packages, independent third-party data validation, and Data Usability Summary Reports (DUSRs) are not required for the project. Since no intrusive work is required nor anticipated for the project no site-specific HASP prepared in accordance with OSHA 1910 is required for this task. LaBella will prepare an internal safe work plan with task hazard analyses for our use for the site inspection and groundwater sampling events. All field work will be conducted at non-Prevailing Wage rates. No sales taxes are applicable to this work. The PRR will be completed in general accordance with NYSDEC guidance and submitted to NYSDEC. Our scope includes one iteration of comments and revisions, only. Lab fees assume and include LaBella's contract management fee.



AGREEMENT

As this would be the first year LaBella has conducted work for the City of Newburgh on this project site, we would request that you please execute the attached standard agreement if you wish to authorize the work described in this proposal. We would also request an assigned purchase order number for accounting/invoicing purposes. Please feel free to call me at any time at 845 486-1551 or on my cell at 914-456-1095 with any questions or concerns – thank you!

Respectfully submitted,

LaBella Associates

Russell Urban-Mead, PG
VP, Hydrogeology Department

cc: Eric Orlowski, PG, LaBella

Exhibit B

Terms and Conditions

Terms and Conditions

LaBella's Responsibilities: LaBella shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

LaBella shall perform its services consistent with the professional skill and care ordinarily provided by members of the same profession practicing in the same or similar locality under the same or similar circumstances. LaBella shall perform its services as expeditiously as is consistent with such professional skill and care, and the orderly progress of the Project.

LaBella shall not at any time supervise, direct, control or have authority over any contractor or subcontractor's work, nor shall LaBella have authority over, or be responsible for, the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor or subcontractor, or the safety precautions and programs incident thereto, for safety or security at the Project location, nor for any failure of a contractor or subcontractor to comply with laws and regulations applicable to the performance of their work and the furnishing of materials on the Project. LaBella shall not be responsible for the acts or omissions of any contractor or subcontractor.

Client's Responsibilities: Client shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

Client shall provide LaBella with all available information regarding, and site access to, the Project necessary for LaBella to perform its professional services, including Client's requirements for the Project. Client also shall provide information regarding the Project site and any existing facilities, including destructive testing and investigation of concealed conditions and hazardous substances or injurious conditions. If Client does not perform destructive testing or investigation, nor provide information beyond that which is apparent by non-intrusive observations, or in the event documentation or information furnished by Client is inaccurate or incomplete, then any resulting damages, losses and expenses, including the cost of LaBella's changes in service or additional services, shall be borne by Client.

Client shall examine documents submitted by LaBella and render decisions pertaining thereto promptly to avoid unreasonable delay in the progress of LaBella's services.

Additional Services: LaBella may provide additional services after execution of this Agreement without invalidating the Agreement. LaBella shall not proceed to provide any additional services, unless and until LaBella receives written direction from Client. Client shall compensate LaBella for additional services as set forth in LaBella's proposal, or any supplemental proposal or contract modification, or as agreed upon in writing signed by both parties.

Assignment: Neither party may assign any benefit or obligation under this Agreement without the prior written consent of the other party, except LaBella may use the services of persons and entities not in LaBella's employ when appropriate and customary to do so.

Confidentiality: During the Project, confidential and/or proprietary information of the Client might be furnished to LaBella. LaBella shall use such information for the purpose of providing its professional services on the Project, and for no other purpose. LaBella shall hold such information in strict confidence and shall not disclose such information to any person or entity, except sub-consultants engaged on the Project or as required by law. Upon completion of its services, LaBella shall return or destroy all confidential and/or proprietary information to the Client.

Instruments of Service: All documents prepared or furnished by LaBella pursuant to this Agreement are instruments of professional service, and LaBella shall retain its ownership and property interest therein, including all copyrights and the right to reuse the documents. Upon payment in full for services rendered, LaBella grants Client a license to use the instruments of service for the purposes of constructing, occupying and maintaining the Project. Reuse or modification of any documents by Client without LaBella's written permission shall be at Client's sole risk, and Client agrees to defend, indemnify, and hold LaBella harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

Client and Client's contractors and other consultants may rely only upon printed copies (also known as hard copies) of documents that are signed and sealed by a licensed professional employed by LaBella. If there is any discrepancy between printed copies and any electronic copies, the most recent version of the printed and certified copies shall govern. Any electronic copies (files) provided by LaBella will be provided solely as a convenience and shall not be considered "Contract Documents," "Construction Documents" or any type of certified document. All documents considered "Contract Documents," "Construction Documents" or any type of certified document shall consist only of printed copies having an original signature and seal of a licensed professional employed by LaBella. Client is advised that electronic copies of documents can deteriorate or be inadvertently modified without LaBella's consent or may otherwise be corrupted or defective. Accordingly, Client and Client's contractors or other consultants may not rely upon the accuracy of any electronic copies of documents.

Escalation: In the event the term of this Agreement is extended beyond the period of service set forth in LaBella's proposal, then compensation for professional services is subject to review and escalation by LaBella upon thirty (30) days written notice to Client.

Suspension: Client may suspend this Agreement in whole or in part at any time for convenience upon seven (7) days written notice. Upon receipt of notice, LaBella shall immediately discontinue all services. LaBella shall be entitled to compensation for all services rendered up to the date of suspension. If the suspension exceeds three (3) months, an equitable adjustment in compensation shall be negotiated to compensate LaBella for all reasonable costs incurred by LaBella on account of the suspension of the Project.

LaBella may suspend its performance under this Agreement if any delinquent amounts due for services and expenses have not been paid. LaBella may refuse to release drawings, plans, specifications, reports, maps, materials and any other instruments of service prepared by LaBella

for Client until all arrearages are paid in full. LaBella shall not be liable to Client for delay or any other damages due to any such suspension of services.

Termination: Either party may terminate this Agreement for cause upon seven (7) days written notice with an opportunity to cure any default during that period. In any event, without regard to the party terminating the Agreement, Client shall remit payment of all amounts that are not in dispute no later than thirty (30) days after the date of each invoice.

Disputes: The parties agree that mediation before a mutually agreeable neutral third party shall be a condition precedent to any legal action arising out of this Agreement, unless waived in writing by the parties. The cost of the mediation shall be borne equally by the parties. The mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, unless the parties agree otherwise. No demand for mediation shall be made after the date that the applicable statute of limitations would bar a legal or equitable action based on the claim or dispute.

Venue and Jurisdiction: Any legal suit, action or proceeding arising out of or relating to this agreement shall be instituted in a court of competent jurisdiction located in the state and county where the project is located. The parties hereby waive any objection which they may have now or hereafter to the venue of any such suit, action or proceeding, and hereby irrevocably consent to the personal jurisdiction of any such court in any such suit, action or proceeding.

Choice of Law: This Agreement shall be interpreted, construed and enforced in accordance with the laws of the state where the project is located without giving effect or reference to any conflict of laws provisions.

Consequential Damages: In any suit, action or proceeding, the parties shall be entitled to recover compensatory damages incurred as a result of the breach of this Agreement, but, to the fullest extent permitted by law, neither party shall be liable to the other for any special, incidental, indirect, or consequential damages.

Late Fees, Costs and Attorneys' Fees: An additional charge of 1.5% of an invoice will be imposed each month on all past due accounts. Imposition of such charges does not constitute an extension of the payment due date. If LaBella must bring suit to collect payment of any invoices, then Client agrees to pay LaBella's costs and expenses, including reasonable attorneys' fees.

Remedies Cumulative: The rights and remedies available to a party under this Agreement are cumulative and in addition to, not exclusive of, or in substitution for, any other rights or remedies either party may have at law, or in equity, or under this Agreement. Nothing contained in this Agreement shall be deemed to preclude either party from seeking injunctive relief, if necessary, to prevent the other party from willfully or intentionally breaching its obligations under this Agreement or to compel the other party to perform its obligations hereunder.

Non-Waiver: Failure by either party at any time to require performance by the other party or to claim a breach of any provision of this Agreement will not be construed as a waiver of any right

accruing under this Agreement, nor affect any subsequent breach, nor affect the effectiveness of this Agreement or any part hereof, nor prejudice either party as regards any subsequent action.

Force Majeure: Neither party to this Agreement shall be liable to the other for delays in performing the obligations called for by this Agreement, or the direct and indirect costs resulting from such delays, that are caused by labor strikes, riots, war, acts of government authorities other than the Client (if a governmental authority), extraordinary weather conditions, epidemics, pandemics or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.

Severability: The provisions of this Agreement are hereby agreed and declared to be severable. Any term or provision of this Agreement which is held to be unenforceable by a court of competent jurisdiction shall be deemed to have been stricken from this Agreement, and the remaining terms and provisions of this Agreement shall be construed and enforced without such terms or provisions.

Counterparts: This Agreement may be executed in one or more counterparts, each one of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Scope of Agreement: This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral, except that terms specific to future projects shall be set forth in LaBella's proposals. This Agreement may be amended only by written instrument signed by both parties.

RESOLUTION NO.: 18 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT A PROPOSAL
AND EXECUTE A PROFESSIONAL ENGINEERING SERVICES AGREEMENT
WITH ARCADIS OF NEW YORK, INC.
FOR CONSTRUCTION ADMINISTRATION SERVICES
IN THE BROWN'S POND PUMP STATION PERMANENT GENERATOR PROJECT
AT A COST NOT TO EXCEED \$40,000.00**

WHEREAS, the City of Newburgh owns and operates the Brown's Pond Pump Station that transfers raw water to the City's Water Filtration Plant for treatment and proposed to replace the portable generator with a permanent standby generator, installed at the pump station site, to provide service in case of primary power failure, and

WHEREAS, by Resolution No. 139-2019 of June 10, 2019 and Resolution No. 11-2021 of January 25, 2021, the City Council approved a proposal and professional engineering services agreement with Arcadis of New York, Inc. for a basis of design report and for bid document preparation and management services for the Brown's Pond Pump Station Permanent Generator Project (the "Project"); and

WHEREAS, Arcadis of New York, Inc. has submitted a proposal for professional engineering services for construction administration management services to continue with the installation of the Project; and

WHEREAS, the cost for such professional engineering services will not exceed \$40,000.00 which shall be derived from American Rescue Plan Act funding; and

WHEREAS, the City Council has reviewed the annexed proposal and has determined that such work would be in the best interests of the City of Newburgh and its residents;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to accept a proposal and execute a professional engineering services agreement with Arcadis of New York, Inc. for construction administration services at a cost not to exceed \$40,000.00 in the Brown's Pond Pump Station Permanent Generator Project.

Jason Morris, PE
Commissioner of Public Works & City Engineer
City of Newburgh
83 Broadway
Newburgh, New York 12550

Arcadis of New York, Inc.
855 Route 146
Suite 210
Clifton Park
New York 12065
Phone: 518 250 7300
Fax: 518 371 2757
www.arcadis.com

Date: December 21, 2022
Our Ref: 30083549
Subject: Proposal for Construction Phase Services
Browns Pond Pump Station Permanent Generator

Dear Mr. Morris,

Arcadis of New York, Inc. (Arcadis) is pleased to present the City of Newburgh with this proposal for construction phase engineering services for City's Browns Pond Pump Station Permanent Generator Project. For this limited scope project, we plan to have part-time engineer inspection services during construction. Tasks 1 and 2 for project kickoff and design services have been completed and billed pursuant to our January 12, 2021 proposal. Subsequently, the purchase order expired for the other tasks in that proposal with the understanding that Arcadis would submit a new proposal for the remaining services.

The new tasks listed below cover the actual expenditures for bidding phase assistance and the actual and remaining expenditures for the construction phase services.

Task 3 – Bidding Assistance

Arcadis will assist the City with bidding the project. We will prepare electronic Bid Documents for City's use for electronic bidding. We will prepare a bid advertisement for the City's approval and use. We will conduct a pre-bid meeting and site visit with prospective bidders. Arcadis will respond to prospective bidders' requests for clarifications and prepare addenda as required for the City's distribution. Arcadis will tabulate bids, review the three apparent lowest bids, and make a recommendation of award.

Task 4 – Construction Administration

Arcadis will perform construction contract administration services based on a single-prime construction contract with an expected duration of 15 months. Arcadis will provide in-house project management to direct and coordinate services to be provided by Arcadis, such as scheduling site visits, quality review of deliverables, communications with City staff, budget management, and invoicing.

Arcadis will schedule and attend, in conjunction with the City, the pre-construction conference to discuss general and specific requirements of the Contract Documents, including developing an agenda and creating and distributing minutes for this meeting.

Arcadis will review the Contractor's pre-construction submittals including, but not limited to, lists of subcontractors, schedules, schedule of values, and submittal log. Arcadis will review Contractor's submittals during construction; including shop drawings, material and equipment samples, and vendor O&M manuals to determine whether such submittals are in accordance with the Contract Documents. Arcadis will indicate what changes, if any, are necessary for each submittal and review necessary re-submittals. Arcadis will review up to two re-submittals and receive additional compensation for additional re-submittal reviews in accordance with the Contract between the

Mr. Jason Morris, PE
City of Newburgh
December 21, 2022

City and the Contractor. Arcadis will maintain a submittal log describing the status of Contractors' submittals, as well as maintain records of vendor warranties and one set of approved shop drawings to be turned over to the City at the completion of construction.

Arcadis will review, log, and respond to Requests for Information (RFIs), Requests for Field Changes, and Field Changes that are submitted in writing by the Contractor. We will prepare written responses for requests and prepare supplementary drawings that may be necessary for the interpretation and clarification of the Contract Documents.

Arcadis will review the Contractor's construction progress schedule and provide comments to the Contractor and the City. Arcadis will review and make recommendations to the City for the approval of payment requests. Recommendations for payment will be based on the Contractor's progress to date, and shop drawing and equipment procurement status.

We will prepare and support the City in the negotiation of change orders and in the review of requests for time extensions and of claims, in accordance with the Contract between the City and the Contractor. Preparation of change orders shall include necessary drawing and specification modifications.

Arcadis will attend up to 6 progress meetings with the City, the Contractor, and other stakeholders due to the extended timeline of the project resulting from the long lead time for the generator. We will develop agendas and create and distribute minutes for each progress meetings. Meetings will include a discussion of the work completed since the prior meeting, the progress anticipated for the upcoming weeks, the status of RFI's, change orders, and shop drawings. Progress meetings will be attended virtually by our Project Manager.

Task 5 – Site Visits

Arcadis will make a site visit periodically by technical staff to observe the progress of the Work. Arcadis will participate in an inspection with the City to determine if the work is substantially complete and assist in determining if the work has been completed in general accordance with the Contract Documents. We will prepare a list of incomplete items (punch list) and obtain a schedule for their completion from the Contractor. Upon receiving written notice from the Contractor that the Work is complete, and a final inspection requested, Arcadis will conduct a final inspection to determine if the completed Work is acceptable.

Task 6 – Construction Closeout

Arcadis will create as built drawings based upon the Contractor field mark-ups. The CADD drawing files will be submitted to the City electronically, along with 2 hard copies.

Schedule and Fee

Arcadis will complete the scope of services presented herein for a total not to exceed fee of \$40,000. The City will only be charged for actual time and expense costs incurred. If acceptable, this scope of work will be billed in accordance with the existing agreement rates schedule for hours worked plus other direct costs markup of 10 percent. Arcadis proposes amending the current Engineering Agreement for Browns Pond Pump Station Permanent Generator dated March 15, 2021, to add the scope of services presented herein.

Mr. Jason Morris, PE
City of Newburgh
December 21, 2022

Task	Compensation
Task 3 – Bidding Assistance	\$7,000
Task 4 – Construction Administration	\$16,000
Task 5 – Site Visits	\$14,000
Task 6 – Construction Closeout	\$3,000
Total Not to Exceed Fee: \$40,000	

Arcadis looks forward to continuing to support the City to improve its critical infrastructure. If you have any questions, please do not hesitate to contact me at (518) 250-7347 so that I may be of further assistance. We again thank the City for this opportunity.

Sincerely,
Arcadis of New York, Inc.



Dana Bryant, PE
Principal Engineer

Email: Dana.Bryant@arcadis.com
Direct Line: 518.250.7347

CC. Wayne Vradenburgh, City of Newburgh
Robert Ostapczuk, Arcadis

This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.

RESOLUTION NO.: 19 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE
CHANGE ORDER NO. 3 WITH PAPITTO CONSTRUCTION COMPANY, INC.
FOR THE REMOVAL OF AN UNDERGROUND PETROLEUM STORAGE TANK
AT CITY OWNED PROPERTY LOCATED AT 125-129 GRAND STREET**

WHEREAS, by Resolution No. 4-2022 of January 10, 2022, the City Council of the City of Newburgh awarded a bid for the removal of an underground petroleum storage tank at City owned property located at 125-129 Grand Street to Papitto Construction Company, Inc. in the amount of \$89,650.00; and

WHEREAS, the allowance for line-stripping the parking lot shall be removed from the contract work and the quantities underrun of RTD residual fluids removed from the underground storage tank requires a change order to reduce the contract value by \$2,850.00; the same being in the best interests of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York, that the City Manager be and he hereby is authorized to execute Change Order No. 3 with Papitto Construction Company, Inc. subtracting \$2,850.00 to the contract and reducing the total contract amount to \$108,750.10 for the removal of an underground petroleum storage tank at City owned property located at 125-129 Grand Street.

Papitto Construction Co., Inc.

867 Fair Street
Carmel, New York 10512-3012
Tel (845)878-2550
Fax (845)878-2555

CONSTRUCTION CHANGE ORDER NO. 3

PROJECT NAME	UST REMOVAL AND DISPOSAL		
LOCATION OF WORK	125 - 129 GRAND ST. ; NEWBURGH, NY		
PROJECT MANAGER		CLIENT	CITY OF NEWBURGH
REQUESTING PARTY		DATE OF REQUEST	11/8/2022

CHANGE REQUEST OVERVIEW

DESCRIPTION OF CHANGES NEEDED	DELETION OF STRIPING WORK. RTD RESIDUAL FLUIDS IN TANK NOT USED.
REASON FOR CHANGE	WORK NOT PERFORMED
SUPPORT & JUSTIFICATION DOCUMENTS	Use all attached documents which support the requested change, and justify any increased cost and time. LINE ITEM 1.11 - ASPHALT RESTORATION STRIPING \$500.00 LINE ITEM 5 - RTD RESIDUAL FLUIDS UNUSED) AMOUNT (470 GAL.) \$2,350.00 <u>TOTAL CREDIT AMOUNT \$2,350.00</u>

CHANGE IN CONTRACT PRICE

ORIGINAL PRICE	89,650.00
NET CHANGES OF PREVIOUS CHANGE ORDERS	21,950.10
NET INCREASE / DECREASE	(2,850.00)
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	108,750.10

CHANGE IN CONTRACT TIMES

ORIGINAL TIMES	60 WORK DAYS
NET CHANGES OF PREVIOUS CHANGE ORDERS IN DAYS	0 DAYS
NET INCREASE / DECREASE	0 DAYS
TOTAL CONTRACT TIME WITH APPROVED CHANGES	60 WORK DAYS

ACCEPTED BY
SIGNATURE

NAME & TITLE

DATE


RENO CALDERELLA, P.M.

11/8/2022

APPROVED BY
SIGNATURE

NAME & TITLE

DATE

*Per Res. -2022

Todd Venning, City Manager & CEO

RESOLUTION NO.: 20 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION ADOPTING THE CITY OF NEWBURGH
PUBLIC SPECIAL EVENTS SPONSORSHIP POLICY AND PROCEDURE**

WHEREAS, the City of Newburgh encourages public events which enrich the quality of life and enhance the recognition and celebration of our diverse cultural, historic, spiritual and artistic heritage; and

WHEREAS, the City of Newburgh supports the sustainable development of public events that celebrate the rich history of the City, its cultural diversity and the residents who live here; increase tourism, business support, and positive regional perception; and that a fair and transparent process is used in the allocation of event sponsorship resources; and

WHEREAS, the City of Newburgh has developed a Public Special Events Sponsorship Policy and Procedure to provide a framework for identifying City of Newburgh public special events and for establishing criteria for individuals or organizations to enter into sponsorship arrangements with the City of Newburgh for organized events; and

WHEREAS, the City Council has reviewed the Public Special Events Sponsorship Policy and Procedure and finds that adopting the revised policy is in the best interest of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Newburgh, New York hereby adopts the City of Newburgh Public Special Events Sponsorship Policy and Procedure, a copy of which is attached hereto and made a part of this Resolution; and

BE IT FURTHER RESOLVED, that City of Newburgh Public Special Events Sponsorship Policy and Procedure shall take effect on February 15, 2023.

City of Newburgh Public Special Events Sponsorship Policy

I. Intent, Purpose, and Scope

A. Intent

The City of Newburgh encourages public events which enrich the quality of life and enhance the recognition and celebration of our diverse cultural, historic, spiritual and artistic heritage. The intent of this policy is to support the sustainable development of public events that celebrate the rich history of the City, its cultural diversity and the residents who live here; increase tourism, business support, and positive regional perception; and ensure that a fair and transparent process is used in the allocation of event sponsorship resources.

B. Purpose

The purpose of this policy is to provide a framework for identifying City of Newburgh public special events and for establishing criteria for individuals or organizations to enter into sponsorship arrangements with the City of Newburgh for organized events. This policy shall work in harmony with the permit process established under City Code Chapter 110, Mass Gatherings and Public Events.

C. Scope

The scope of this policy applies to City public special events and all requests by individuals or organizations to enter into sponsorship arrangements with the City of Newburgh for organized events. The City Manager, Corporation Counsel, Comptroller, and City Clerk will be responsible for ensuring the compliance with this policy.

II. Definitions

1. Event Organizer: The individual or organization responsible for making all event arrangements.
2. Event Applicant: The individual charged with acting on behalf of the Event Organizer for purposes of coordinating all aspects of the event.
3. Event Review: The process by which a sponsorship recipient demonstrates in writing to City Manager/Council that it has expended the contribution in accordance with the terms and conditions of the funding agreement on completion of the event.
4. Event Sponsorship: The contribution of money and/or services by the City to an external entity, in exchange for which the external entity shall acknowledge the City and the City's contribution to the event, and grant to the City the right to associate the City's name with the Event Organizer. Event Sponsorship shall be limited to:

- a. Money, provided said funds have been allocated and exist in the City's adopted annual budget.
- b. Insurance, for liability coverages related to the event.
 - i. The Event Applicant may request the City purchase and pay for a special event insurance policy, provided funds have been allocated and exist in the City's adopted annual budget.
 - ii. The Event Applicant may request the City purchase a special event insurance policy, with the policy premium being funded by a third-party (i.e. non-City) source.
- c. Public safety goods, to the extent that such goods are available for use during the proposed event. Public safety goods are goods currently owned by the City for purposes of assuring public health and safety. Examples include jersey barriers, traffic barricades, garbage cans and dumpsters, and mobile lighting.
- d. Public safety services, to the extent that such services are available during the proposed event. Public safety services are police and fire personnel services provided by City for purposes of assuring public health and safety.
 - i. The Event Applicant may request the City provide public safety services at no cost to the Event Organizer, provided adequate personnel are available during the event.
 - ii. The Event Applicant may request the City provide public safety services, provided adequate personnel are available during the event, but pay the costs of deploying that personnel for the event.
5. Funding: The cash grant, or credit, allocated to support public special events under this policy. Funding is contingent upon budget approval.
6. Recurring City Public Special Events: Annual events planned, marketed and executed by the City of Newburgh.

III. Public Special Events

A. Recurring Public Special Events of the City of Newburgh

The following annual events are considered Recurring City of Newburgh Public Special Events due to their longstanding traditions in the City of Newburgh and their management by City of Newburgh staff:

- Memorial Day Parade
- 4th of July
- Black History Parade/Juneteenth
- National Night Out
- International Festival

- Back to School
- Halloween
- Christmas Tree Lighting
- Annual Community Clean Up
- Newburgh Illuminated

The City Manager shall coordinate and execute all aspects of these events provided sufficient appropriation exists in the City's adopted annual budget.

B. City Council Member Use of Discretionary Funding for Special Events

City Council Members may have allocations of discretionary funds approved in the City's adopted annual budget. These funds may be used by City Council Members to meet local needs. To the extent that such discretionary funds are available, City Council Members may use these funds to pay for costs related to a special event organized by a community member or organization consistent with Section D below. These discretionary funds shall not be considered as part of the funding cap as outlined in Section D, below.

C. Public Special Events Hosted by a City of Newburgh entity:

Boards, commissions, and departments of the City of Newburgh enhance the overall quality of life in the city. Board, commission, and department hosted public special events must:

1. Fulfill its mission
2. Comply with City of Newburgh Procurement Policy and Procedure and the City Accounts Payable Procedures and this policy
3. Demonstrate that event was duly approved in accordance with its bylaws and the City Code of Conduct for Local Boards and Committees.

The chairperson of the board or commission, or the department head, shall be considered the Event Applicant.

Prior to filing a special event application, the board or commission should pass a resolution to authorize the chairperson to file a special event application and take steps necessary to plan and execute the special event with the City.

Prior to filing a special event application, the board, commission, or the department shall confirm that sufficient funds exist in the appropriate budget line for the board, commission, or the department seeking to hold the special event.

D. Public Special Events Organized by a Community Member or Organization

Community organized events are form of public special events planned and executed by individuals and organizations that are not elected, employed, or appointed to a board or commission by the City of Newburgh. Event Organizers

and Event Applicants work on behalf of community individuals or organizations seeking support from the City of Newburgh are encouraged to plan and execute their community organized events in a manner that provides positive societal, economic, cultural and community outcomes to the City of Newburgh.

The City Council may allocate funds in its annual budget for purposes of Event Sponsorship pursuant to this policy. Funding is contingent upon budget approval.

An Event Sponsorship application, which is different from an event permit application pursuant to Chapter 110 of the City Code, must be submitted at least 90 days prior to the planned event. The City Manager's Office will review the application on a rolling basis throughout the fiscal year. Event Applicants are encouraged to submit Event Sponsorship applications as early as possible, to maximize opportunity for availability of Event Sponsorship resources.

An Event Applicant may request Event Sponsorship in the form of goods and services or a cash grant, but not both, in an amount not to exceed \$1,500.00 per event or 10 percent of the total annual allocation for community organized events, whichever is less.

Event applications that request a cash grant or direct payments to third-party vendors shall comply with the City of Newburgh Procurement Policy and Procedure and Accounts Payable Procedures.

IV. Eligibility

A. To be eligible for Event Sponsorship, all Event Organizers and Event Applicants must:

- Obtain all regulatory approvals per Chapter 110 of the City Code, the Mass Gathering and Public Event.
- Organize an event that is open to, and in the interest of, the general public, serve at least 10 people, and does not discriminate on the basis of race, gender, religion, sexual orientation, or any other protected characteristic under state or federal law.
- Hold the event during the applicable fiscal year for which funding is available.
- Demonstrate that the sponsorship will be used for a purpose in the public interest and in accordance with this policy.
- Articulate the community, economic and or cultural benefit to the City of Newburgh
- Provide positive recognition of City of Newburgh
- Satisfactorily account to City Manager for the expenditure of any previous City sponsorships or other City funding (as required).
- Organize events that are free or feature a free or a low-cost ticketing/entry component of the event.

B. Ineligible events shall include, but are not limited to:

- Events which duplicate or would compete with Recurring Public Special Events as defined in Section III(A).
- Parades or other events, planned or spontaneous, that are First Amendment-protected exercises of free speech that the City has an obligation to provide public safety services and equipment.
- Block parties, trade shows, conventions, conferences, or workshops
- Indoor ticketed concerts, shows, theatres, or theatrical performances
- Luncheons, conferences, or holiday parties
- Class or family reunions and other family activities, such as weddings or memorials.
- Sports tournaments, or school or athletic leagues
- Events where the Event Organizer or Event Applicant could seek to use the event to influence legislation, public policy, or the legislative role of the City Council
- Events which may adversely affect the content or interpretation of existing City of Newburgh programs or services, or may raise a conflict of interest.
- Events which sponsor a political party.
- Fundraising events or events that service organizations may use the funds to sponsor or make a grant to a third party.

V. Application Process

All Event Applicants must complete a Sponsorship Request Application form, which shall be available at the City Clerk's office and on the City's website. The form shall include the following information:

- Event Organizer contact information, including social security or tax identification number.
- Event Applicant contact information
- Type(s) of Event Sponsorship Requested
- Event description, including a narrative about how the event and sponsorship will be used for a purpose in the public interest; the community, economic and or cultural benefit to the City of Newburgh; and the proposed positive recognition of the City of Newburgh.
- A list of the goods and/or services for which the cash grant or payment to third-party vendors will be applied.

Applicants should submit a completed Event Sponsorship Application Form as a supplement to a Mass Gathering/Event Permit application form, both to the City Clerk's Office. Incomplete applications will not be considered.

The City Manager shall review and approve all applications after consultation with appropriate departments.

VI. Effective Date: This Policy is effective on February 15, 2023.

RESOLUTION NO.: 21 - 2023

OF

FEBRUARY 13, 2023

RESOLUTION AMENDING RESOLUTION NO: 283-2021,
THE 2022 BUDGET FOR THE CITY OF NEWBURGH, NEW YORK
FOR 2022 YEAR END BUDGET TRANSFERS AND/OR AMENDMENTS
TO ADJUST FOR ANY ITEMS IN EXCESS OF BUDGET

WHEREAS, all 2022 budget lines ending in excess of appropriation can be covered by other 2022 budget lines ending with funds remaining within each Department, except for the Self-Insurance Fund for which a budget amendment is required, but no increase in excess of the total annual appropriation; the same being in the best interest of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Newburgh that Resolution No.: 283-2021, the 2022 Budget of the City of Newburgh, is hereby amended as follows:

2021 Council Transfer

GL Account	Description	Decrease Budget	Increase Budget
	Self-Insurance Fund		
Insurance Recoveries Revenue			
M.0000.2680.0005	Insurance Recoveries		\$219,816.38
Excess Insurance			
M.1722.0400	Excess Insurance		\$ 34,708.38
Judgments & Claims			
M.0000.2680.0005	Judgments & Claims		\$185,108.00
TOTAL SELF-INSURANCE FUND:			<u>\$439,632.76</u>

GL Account	Description	Decrease Budget	Increase Budget	
M.0000.2680.0005	INSURANCE RECOVERIES- REVENUE		\$ 219,816.38	
M.1722.0400	EXCESS INSURANCE..		34,708.38	
M.1930.0400	JUDGEMENT & CLAIMS..		185,108.00	
Total Self Insurance Fund Budget Adjustments		\$ -	\$ 439,632.76	This is an increase to the overall expense budget but it is offset by the 2022 Insurance recoveries in the M Fund

GL Account	Description	Decrease Budget	Increase Budget	
M.0000.2680.0005	INSURANCE RECOVERIES- REVENUE		\$ 219,816.38	
M.1722.0400	EXCESS INSURANCE..		34,708.38	
M.1930.0400	JUDGEMENT & CLAIMS..		185,108.00	
Total Self Insurance Fund Budget Adjustments		\$ -	\$ 439,632.76	This is an increase to the overall expense budget but it is offset by the 2022 Insurance recoveries in the M Fund

RESOLUTION NO.: 22 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION SCHEDULING
THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)
PUBLIC HEARING AND OPENING OF
THE 15-DAY PUBLIC COMMENT PERIOD FOR FISCAL YEAR 2022**

WHEREAS, the City of Newburgh has prepared a five-year Consolidated Housing and Community Development Strategy and Plan in accordance with the planning requirements of the Housing and Community Development Act of 1974 and applicable regulations; and

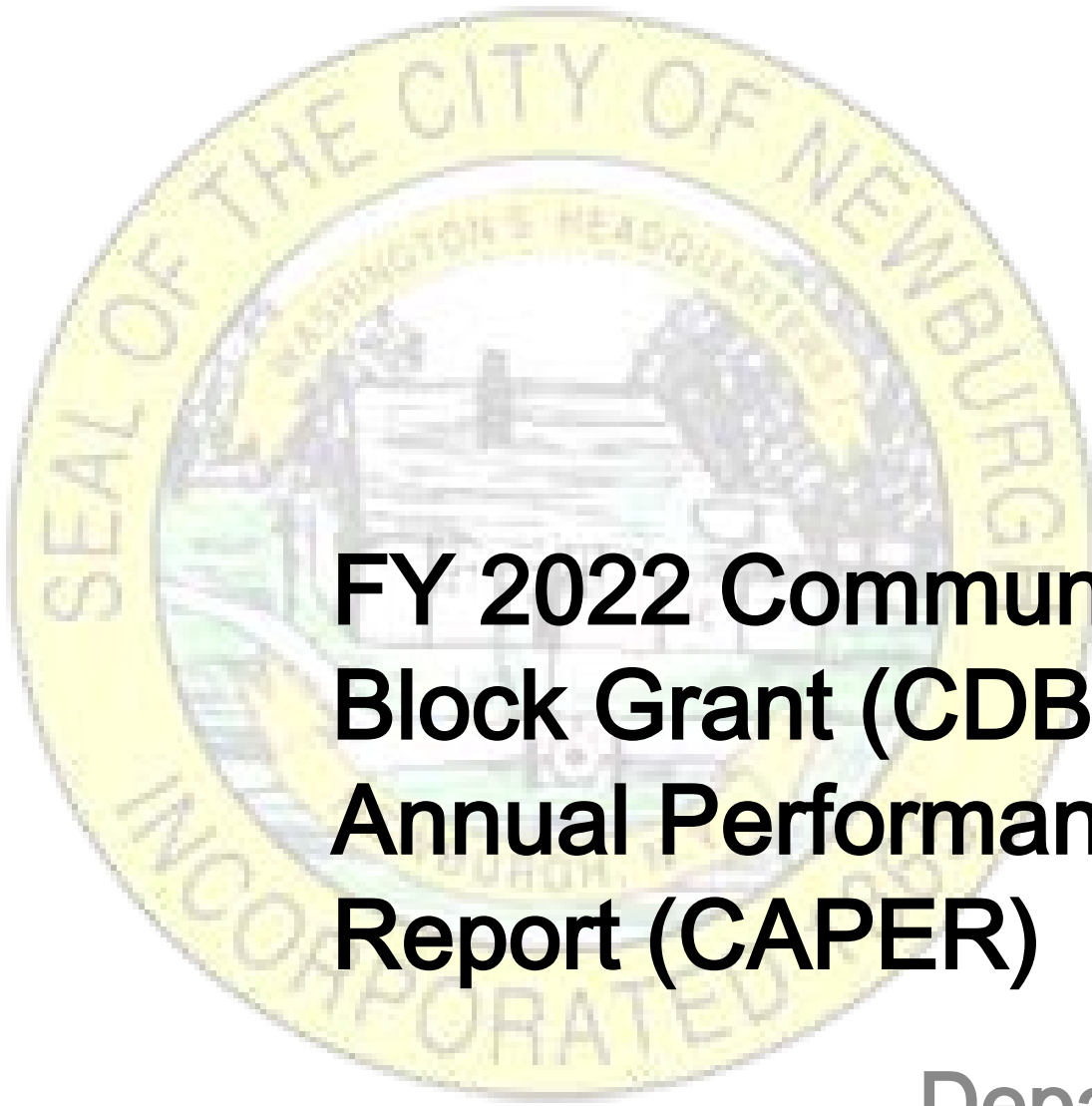
WHEREAS, a jurisdiction is required to submit an annual report to the U.S. Department of Housing and Urban Development (HUD) that summarizes accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER) within 90 days after the program year; and

WHEREAS, the CAPER provides the community with information regarding how HUD entitlement funds were used to address housing, community development and essential service needs; and

WHEREAS, prior to submitting the CAPER, the City publishes a draft of the report and provides the general public with an opportunity to submit comments;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that there is scheduled a public hearing to receive public comment on the Consolidated Annual Performance and Evaluation Report (CAPER) with respect to the Community Development Block Grant Program for the Consolidated Plan for Housing and Community Development for FY 2022; and that such public hearing be and hereby is duly set to be held at 7:00 p.m. on the 27th day of February, 2023 in the City Council Chambers, 83 Broadway, City Hall, 3rd Floor, Newburgh, New York; and

BE IT FURTHER RESOLVED, by the Council of the City of Newburgh, New York that the 15-day period to receive written public comment on the City of Newburgh's proposed City of Newburgh's proposed Consolidated Annual Performance and Evaluation Report (CAPER) with respect to the Community Development Block Grant Program for the Consolidated Plan for Housing and Community Development for FY 2022 shall commence on February 28, 2023 and close on March 15, 2023.

The seal of the City of Newburg is a circular emblem. The outer ring is yellow with the text "SEAL OF THE CITY OF NEWBURG" in black. Inside this ring is a smaller circle with a green background. At the top of the inner circle, it says "WASHINGTON'S HEADQUARTERS" in yellow. The center of the seal depicts a landscape with a river, a bridge, and a building. The text "INCORPORATED 1835" is visible at the bottom of the inner circle.

FY 2022 Community Development Block Grant (CDBG): Consolidated Annual Performance and Evaluation Report (CAPER)

**Department of Planning &
Development
February 2023**



Consolidated Annual Performance and Evaluation Report (CAPER)



- The Consolidated Annual Performance and Evaluation Report (CAPER) is a report required as part of the Community Development Block Grant (CDBG) program.
- The primary purpose of the CAPER is to report on accomplishments of funded activities within the program year and to evaluate the grantee's progress in meeting one-year goals described in the CDBG Annual Action Plan and long-term goals described in the CDBG Consolidated Plan.
- The CAPER also provides grantees an opportunity to evaluate the effectiveness of their programs.



Consolidated Annual Performance and Evaluation Report (CAPER)



- The CAPER is submitted to the United States Department of Housing and Urban Development (HUD) within 90 days after the end of its program year.
- The City of Newburgh program year: January 1 – December 31.
- The CAPER must be submitted by March 31.



Consolidated Annual Performance and Evaluation Report (CAPER)

**COMMUNITY
DEVELOPMENT
BLOCK GRANT
PROGRAM**

- Requires a Public Hearing and a 15-Day Public Comment Period.
- Submitted to HUD on-line through the Integrated Disbursement and Information System or “IDIS.”



City of Newburgh CDBG Program - Refresher



- Annual CDBG Projects/Activities are driven by Priority Needs identified in the Consolidated Plan.
- Also referred to as the “Con Plan” or “Five-Year Plan.”
- The Consolidated Plan is designed to help states and local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions.



City of Newburgh CDBG Program - Refresher

**COMMUNITY
DEVELOPMENT
BLOCK GRANT
PROGRAM**

Current Consolidated Plan – Priority Needs:

- Infrastructure Improvements
- Economic Development
- Quality of Life
- Housing

FY2022: Year 3 of the 5 Year Plan 2020 - 2024



Summary of FY2022 Projects/Activities



FY2022 Projects/Activities

- Housing
- Park Improvements
- Complete Streets
- Neighborhood Services
- Administration

FY2022 Projects/Activities

In Rem Property Project

Priority Need Supported: Housing

Summary:

- Salaries/Benefits for 3 City of Newburgh employees.
- In Rem Property Team maintained the habitability of 28 residential properties returned to the City of Newburgh through the foreclosure process.

Activities included:

- Securing properties/Adding New locks
- Light property maintenance such as mowing, snow removal, installation of plywood window covers.

CDBG In Rem Property funds spent in 2022: \$215,637.78



FY2022 Projects/Activities

Homeowner Assistance Project

Priority Need Supported: Housing

Summary: Emergency Lead/Non-Lead Water Service Line Replacement, 2 Homeowners

Activities included:

- Emergency excavation and replacement of water service lines.

CDBG Homeowner Assistance funds spent in 2022: \$18,531.27



FY2022 Projects/Activities

Park Improvements Project

Priority Need Supported: Quality of Life

Summary: Provide improvements to City of Newburgh Parks.

Activities included:

- Splashpad Project
- Development of Delano Hitch Recreation Park “Tot” Lot construction bid specifications.

CDBG Park Improvements funds spent in 2022: \$365,291.47

FY2022 Projects/Activities

Complete Streets Project

Priority Need Supported: Infrastructure

Summary: Projects to support upgrades to safe street access/reconfiguration in the City of Newburgh.

Activities included:

- Provided project match funds for ADA curb upgrade project.

CDBG Complete Streets funds spent in 2022: \$226,926.36

FY2022 Projects/Activities

Neighborhood Services Project – “Sum Fun” Recreation Camp Priority Need Supported: Quality of Life

Summary: Neighborhood Services project funding to provide summer camp activities.

- Summer Recreation Camp, 600 City of Newburgh Residents. Basketball, Soccer, Waterslides, Arts & Crafts, Games.

CDBG Neighborhood Services funds for “Sum Fun” camp spent in 2022: \$10,845.56



FY2022 Projects/Activities

Neighborhood Services Project – Summer Film Festival Priority Need Supported: Quality of Life

Summary: Neighborhood Services to provide summer movie nights activities in the City of Newburgh.

- Summer Film Festival: Outreach to approximately 1,000 film attendees over 6 weeks.
- Movie night includes crafts/activities, cookout and waterplay.

CDBG Neighborhood Services funds for Summer Film Festival spent in 2022: \$29,312.89



FY2022 Projects/Activities

Neighborhood Services Project – Workforce Development Priority Need Supported: Economic Development

Summary: Neighborhood Services activities to provide on-the-job training and hiring for City of Newburgh residents.

- Workforce Development Initiative: “Below the Line Bootcamp” On-the-Job workforce training.

CDBG Neighborhood Services funds spent for workforce development in 2022: \$14,199.39



FY2022 Projects/Activities

Administration

Summary: Supports the Administrative activities for the Community Development Block Grant, including salary and benefits for the Director of Community Development, as well as public notice and mail costs, Spanish interpretation and translation.

CDBG Administration funds spent in 2022: \$178,372.77



FY2022 Projects/Activities

“CDBG CV”

Additional CDBG allocation received under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to fund the following activities, referred to as “CDBG-CV”:

- Food Security
- Emergency Income Payments (Rent)
- COVID-19 Outreach
- CDBG-CV Administration

CDBG-CV Projects/Activities

Food Security

Summary: Funding for the Newburgh Urban Farm and Food Initiative (NUFFI) and Catholic Charities Community Services of Orange & Sullivan to support food security needs for residents of the City of Newburgh.

CDBG-CV Food Security funds spent in 2022: \$11,888.57



CDBG-CV Projects/Activities

Infrastructure

Summary: Funding for Emergency-Related Infrastructure Activities, including internet accessibility survey and remote-meeting hardware.

CDBG-CV Infrastructure funds spent in 2022: \$23,588.03



CDBG-CV Projects/Activities

Emergency Income Payments (Rent)

Emergency Income Payments (Rent) program managed by Legal Services of the Hudson Valley (LSHV). The program provides up to 3 months rent (emergency income payments) for City of Newburgh residents unable to pay rent due to the coronavirus. Payments are made to the landlord, on behalf of the tenant.

Summary of the Emergency Income Payments (Rent) Program for 2022:

- Number of applications received - 45
- Number of applications approved - 25
- Total Emergency Income Payments Paid - 25
- Total Amount Emergency Income Payments Paid to Landlords - \$81,956.00
- Total Amount Emergency Income Payments Paid to LSHV for Program Delivery - \$63,645.50
- Total CDBG-CV Emergency Income Payments funds spent in 2022: \$145,601.50



CDBG-CV Projects/Activities

COVID-19 Outreach

The City of Newburgh purchased Personal Protective Equipment (PPE) including face masks and hand sanitizer, COVID at-home test kits, and participated in several socially distanced events in order to reach City of Newburgh residents.

CDBG-CV COVID-19 Outreach funds spent in 2022:
\$46,588.27



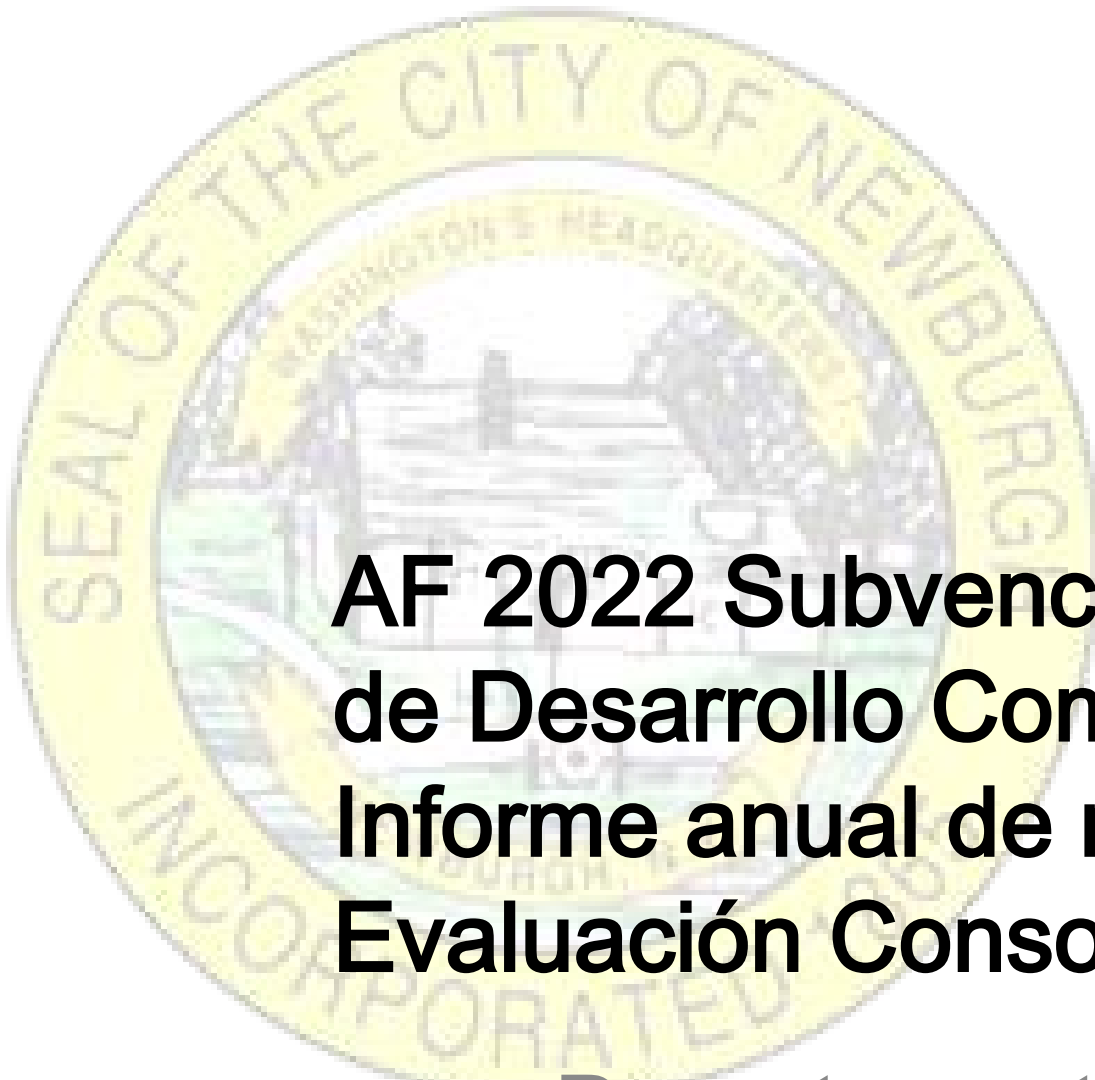
CDBG-CV Projects/Activities

CDBG-CV Administration

Summary: Supports the administration of the CDBG-CV grant.

CDBG-CV Administration funds spent in 2022: \$1,390.83



The seal of the City of Newburg is a circular emblem. The outer ring is yellow with the text "SEAL OF THE CITY OF NEWBURG" in black. Inside this ring is a smaller circle with a green border containing the text "WASHINGTON'S HEADQUARTERS". The center of the seal depicts a landscape with a river, a bridge, and a building.

AF 2022 Subvención en bloque de de Desarrollo Comunitario (CDBG): Informe anual de rendimiento y Evaluación Consolidado (CAPER)

**Departamento de Planificación y
Desarrollo
Febrero 2023**

Informe Anual de Rendimiento y Evaluación Consolidado(CAPER)



- El Informe Anual de Rendimiento y Evaluación Consolidado (CAPER) es un informe requerido como parte del programa de Subvención en Bloque para el Desarrollo Comunitario (CDBG, por sus siglas en inglés).
- El propósito principal del CAPER es informar sobre los logros de las actividades financiadas dentro del año del programa y evaluar el progreso del concesionario en el cumplimiento de las metas de un año descritas en el Plan de Acción Anual de CDBG y las metas a largo plazo descritas en el Plan Consolidado de CDBG.
- El CAPER también brinda a los concesionarios la oportunidad de evaluar la efectividad de sus programas..



Informe Anual de Rendimiento y Evaluación Consolidado(CAPER)



- El CAPER se presenta al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD) dentro de los 90 días posteriores al final de su año programático.
- Año del programa de la ciudad de Newburgh: 1 de enero - 31 de diciembre.
- El CAPER debe ser presentado antes del 31 de marzo.



Informe Anual de Rendimiento y Evaluación Consolidado(CAPER)

**COMMUNITY
DEVELOPMENT
BLOCK GRANT
PROGRAM**

- Requires a Requiere una audiencia pública y un período de comentarios públicos de 15 días.
- Presentado a HUD en línea a través del Sistema Integrado de Desembolso e Información o "IDIS".



Ciudad de Newburgh CDBG Programa - Actualizamiento



- Los proyectos/actividades anuales del CDBG están impulsados por las Necesidades Prioritarias identificadas en el Plan Consolidado.
- También conocido como el "Plan Con" o "Plan Quinquenal".
- El Plan Consolidado está diseñado para ayudar a los estados y jurisdicciones locales a evaluar sus necesidades de vivienda asequible y desarrollo comunitario y las condiciones del mercado, y para tomar decisiones de inversión basadas en datos y en el lugar.



Ciudad de Newburgh CDBG Programa - Actualizamiento

**COMMUNITY
DEVELOPMENT
BLOCK GRANT
PROGRAM**

Plan Consolidado Actual – Necesidades Prioritarias:

- Mejoras en la Infraestructura
- Desarrollo Economico
- Calidad de Vida
- Vivienda



AF2022: Año 3 del Plan de 5 Años 2020 - 2024

Resumen del AF2022

Proyectos/Actividades



AF2022 Proyectos/Actividades

- Vivienda
- Mejoras de Parques
- Calles Completas
- Servicios a Vecindarios
- Administración

AF2022 Proyectos/Actividades

Proyecto de Propiedades In Rem Necesidad Prioritaria Apoyada: Vivienda

Resumen:

- Salarios/beneficios para 3 empleados de la ciudad de Newburgh.
- Equipo de Propiedades In Rem mantuvo la habitabilidad de 28 propiedades residenciales devueltas a la Ciudad de Newburgh a través del proceso de ejecución hipotecaria.

Actividades incluyeron:

- Protección de Propiedades/Adición de Nuevas Cerraduras
- Mantenimiento de propiedades ligeras como siega, remoción de nieve, instalación de cubiertas de ventanas de madera contrachapada.

CDBG Fondos In Rem Property gastados en 2022: \$215,637.78



AF2022 Proyectos/Actividades

Proyecto de Asistencia a Propietario de Vivienda
Necesidad Prioritaria Apoyada: Vivienda

Resumen: Reemplazo de la línea de servicio de agua de emergencia con plomo / sin plomo, 2 propietarios

Actividades Incluyeron:

- Excavación de emergencia y reemplazo de líneas de servicio de agua.

CDBG Fondos de Asistencia a Propietario de Vivienda gastados en 2022: \$18,531.27



AF2022 Proyectos/Actividades

Proyecto de Mejoras del Parque

Necesidad Prioritaria Apoyada: Calidad de vida

Resumen: Proporcionar mejoras a los parques de la Ciudad de Newburgh.

Actividades Incluyeron:

- Proyecto de Chapoteo
- Desarrollo de las especificaciones de la licitación de construcción del lote “pequeño” del Parque Recreativo Delano Hitch.

CDBG Fondos de mejoras del parque gastados en 2022: \$365,291.47



AF2022 Proyectos/Actividades

Proyecto Calles Completas

Necesidad Prioritaria Apoyada: Infraestructura

Resumen: Proyectos para apoyar las actualizaciones para el acceso seguro a la calle / reconfiguración en la Ciudad de Newburgh.

Actividades Incluyeron:

- Se proporcionaron fondos igualitarios del proyecto para el proyecto de actualización de la acera de la ADA.

CDBG Fondos de Calles Completas gastados en 2022: \$226,926.36

AF2022 Proyectos/Actividades

Proyecto de Servicios Vecinales – Campamento Recreativo "Sum Fun"

Necesidad prioritaria apoyada: Calidad de Vida

Resumen: Financiamiento del proyecto de Servicios Vecinales para proporcionar actividades de campamento de verano.

- Campamento de recreación de verano, 600 residentes de la Ciudad de Newburgh. Baloncesto, fútbol, toboganes, artes y manualidades, juegos.

CDBG Fondos de Servicios Vecinales para el campamento "Sum Fun" gastado en 2022: \$10,845.56

AF2022 Proyectos/Actividades

Proyecto de Servicios Vecinales – Festival de Cine de Verano Necesidad Prioritaria Apoyada: Calidad de vida

Resumen: Servicios vecinales para proporcionar actividades de noches de cine de verano en la ciudad de Newburgh.

- Festival de Cine de Verano: Alcance a aproximadamente 1,000 asistentes de cine durante 6 semanas.
- La noche de cine incluye manualidades / actividades, comida al aire libre y juegos acuáticos.

CDBG Fondos de Servicios Vecinales para el Festival de Cine de Verano gastados en 2022 : \$29,312.89



AF2022 Proyectos/Actividades

Proyecto de Servicios Vecinales – Desarrollo de la Fuerza Laboral Necesidad Prioritaria Apoyada: Desarrollo Económico

Resumen: Actividades de Servicios Vecinales para proporcionar capacitación y contratación en el trabajo para los residentes de la Ciudad de Newburgh.

- Iniciativa de Desarrollo de la Fuerza Laboral: “Entrenamiento Below the Line” Capacitación de la fuerza laboral en el trabajo.

CDBG Fondos de Servicios Vecinales gastados para el desarrollo de la fuerza laboral en 2022: \$14,199.39



AF2022 Proyectos/Actividades

Administración

Resumen: Apoya las actividades administrativas para la Subvención en Bloque para el Desarrollo Comunitario, incluido el salario y los beneficios para el Director de Desarrollo Comunitario, así como los costos de aviso público y correo, interpretación y traducción al español.

CDBG Fondos de Administración gastados en 2022: \$178,372.77



AF2022 Proyectos/Actividades

“CDBG CV”

Asignación adicional de CDBG recibida en virtud de la Ley de Ayuda, Alivio y Seguridad Económica por Coronavirus (Ley CARES) para financiar las siguientes actividades, denominadas "CDBG-CV":

- Seguridad Alimentaria
- Pagos de Ingresos de Emergencia (Alquiler)
- COVID-19 Servicio de Asistencia Comunitaria
- CDBG-CV Administración

CDBG-CV Proyectos/Actividades

Seguridad Alimentaria

Resumen: Financiamiento para la Iniciativa de Alimentos y Granjas Urbanas de Newburgh (NUFFI) y los Servicios Comunitarios de Caridades Católicas de Orange & Sullivan para apoyar las necesidades de seguridad alimentaria de los residentes de la Ciudad de Newburgh.

CDBG-CV Fondos para la Seguridad Alimentaria gastados en 2022: \$11,888.57



CDBG-CV Proyectos/Actividades

Infraestructura

Resumen: Financiación de actividades de infraestructura relacionadas con emergencias, incluida la encuesta de accesibilidad a Internet y el soporte para reuniones remotas.

CDBG-CV Fondos de Infraestructura gastados en 2022:
\$23,588.03



CDBG-CV Proyectos/Actividades

Pagos de Ingresos de Emergencia (Alquiler)

Programa de Pagos de Ingresos de Emergencia (Alquiler) administrado por Servicios Legales del Valle de Hudson (LSHV). El programa proporciona hasta 3 meses de alquiler (pagos de ingresos de emergencia) para los residentes de la Ciudad de Newburgh que no pueden pagar el alquiler debido al coronavirus. Los pagos se realizan al propietario, en nombre del inquilino.

Resumen del Programa de Pagos de Ingresos de Emergencia (Alquiler) para 2022:

- Número de Solicitudes Recibidas- 45
- Número de Solicitudes Aprobadas- 25
- Total de Pagos de Ingresos de Emergencia Pagados- 25
- Monto Total de los Pagos de Ingresos de Emergencia Pagados a los Propietarios- \$81,956.00
- Monto Total de los Pagos de Ingresos de Emergencia Pagados a LSHV para la Entrega del Programa - \$63,645.50
- Total de Fondos de Pagos de Ingresos de Emergencia CDBG-CV Gastados en 2022: \$145,601.50



CDBG-CV Proyectos/Actividades

Servicio de Asistencia a la Comunidad COVID-19

La Ciudad de Newburgh compró equipo de protección personal (PPE) que incluye máscaras faciales y desinfectante para manos, kits de prueba COVID para el hogar y participó en varios eventos socialmente distanciados para llegar a los residentes de la Ciudad de Newburgh.

CDBG-CV COVID-19 Servicio de Asistencia a la Comunidad
fondos gastados en 2022: \$46,588.27



CDBG-CV Proyectos/Actividades

CDBG-CV Administración

Resumen: Apoya la administración de la subvención CDBG-CV.

CDBG-CV Fondos de Administración
gastados en 2022: \$1,390.83



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Several CDBG Entitlement (EN) projects placed on hold due to the Coronavirus Pandemic in 2020, either started or restarted in 2022:

In Rem Property Program: Maintenance of the habitability of 28 residential properties returned to the City of Newburgh through the foreclosure process.

Neighborhood Services: Neighborhood Services project for the Summer Film Festival, 2022 National Night Out, Workforce Training

Infrastructure: Complete Streets Project

Public Facilities: Park Improvements Splash Pad Project

Administration: Support services to the Community Development Block Grant, including publishing public notices, processing payment vouchers, report preparation, Spanish translation and interpretation services, and salary of the Director of Community Development.

The City of Newburgh continued several CDBG CARES Act (CDBG-CV) projects. Activities included a food security program, Emergency Income Payments (Rent) program, COVID-19 Outreach Activities, including community outreach programs to distribute PPE and hand sanitizer, and CDBG-CV grant administration.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$	Other	Other	1	1	100.00%	1	0	0.00%
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$	Businesses assisted	Businesses Assisted	1	1	100.00%	0	0	
Housing	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		2	2	100.00%
Housing	Affordable Housing	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	14	14	100.00%			
Infrastructure Improvements	Non-Housing Community Development Infrastructure Improvements	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	28000	28000	100.00%	28000	28000	100.00%

Quality of Life Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	28000	28000	100.00%			
Quality of Life Improvements	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	4302	107.55%	1600	1600	100.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Housing: The In Rem property team provided maintenance of the habitability of 28 residential properties returned to the City of Newburgh through the foreclosure process. This project meets several goals, including preserving housing stock, reducing slum and blight, and improving Quality of Life.

Housing: The Emergency Home Owner Assistance Program from a previous CDBG Program Year assisted a low-income City of Newburgh homeowner with an emergency lead water service line, and a non-lead service line replacement.

Quality of Life - Public Services: Neighborhood Services provided a Summer Film Festival. This program provides public service outreach as well as activities for youth. This Project also funded 2022 National Night Out.

Quality of Life - Public Facilities: Funding for the City of Newburgh Park Improvements Splashpad project.

Economic Development: Public Services: Neighborhood Services provided Workforce Training for City of Newburgh residents through Below the

Line Bootcamp.

Quality of Life - CDBG-CV Public Services: The Emergency Income Payments Program provides a service to provide rental arrears assistance to City of Newburgh residents unable to pay for rent for issues related to the coronavirus pandemic.

Quality of Life - CDBG-CV Public Services: The City of Newburgh Community Outreach Program provides services related to Personal Protective Equipment (PPE) and hand sanitizer distribution, and COVID At-Home Test Kits.

Quality of Life - CDBG-CV Public Services: The City of Newburgh Food Security Program provides food assistance to City of Newburgh residents impacted by the coronavirus pandemic. This service includes food pantry services through various non-profit organizations in the City of Newburgh as well as support for produce production with the Downing Park Urban Farm (DPUF) Newburgh Urban Farm & Food Initiative (NUFFI).

Infrastructure Improvements: The Infrastructure Improvements project included sidewalk improvements.

Administration: Support services to the Community Development Block Grant, including publishing public notices, processing payment vouchers, report preparation, Spanish translation and interpretation services, and salary of the Director of Community Development.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	0
Black or African American	150
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	150
Hispanic	0
Not Hispanic	150

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The data in Table 2 is approximate. Of the families and individuals participating in the Neighborhood Services Summer Film Festival, 70% were minorities. The City of Newburgh Summer Film Festival was open to all City of Newburgh residents. However, in order to reach as many low-income families who may have transportation restrictions, as well as provide a socially-distanced location, the festival was held at the Safe Harbors Green, located between Ann St. and Broadway, in Census Tract 5.0. This is a walkable location on the East-End of the City of Newburgh, a target area for low-income activities. The festival was attended by families and individuals, approximately 80% minority.

The In Rem Project assisted the following ethnic groups: 39% Latino or Hispanic, 61% Not-Hispanic or Latino. The racial categories assisted by the In Rem Project include: 6% Asian, 14% Black or African American, 77% White, 2% identify as Other.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	872,976	843,991

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tracts 4 & 5	30	70	In Rem Property Project, Summer Film Festival, Infrastructure Improvements
City Wide	70	70	In Rem Property Project, Summer Film Festival, Infrastructure Improvements

Table 4 – Identify the geographic distribution and location of investments

Narrative

The majority of the CDBG projects took place in Census Tracts 4 and 5, including the "Socially-Distanced" Summer Film Festival.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Complete Streets, Liberty Street Streetscape and Sidewalk Project: The City of Newburgh was awarded a Transportation Alternatives Program (TAP) grant from the New York State Department of Transportation in the amount of \$400,000.00. The funds are to be used for a (new) complete street oriented streetscape design replacement of one block of City sidewalks in the heart of the City of Newburgh's Historic downtown, along Liberty St, between Broadway and Ann Street. Community Development Block Grant (CDBG) funding is used to match the TAP funds.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	2	2
Number of households supported through Acquisition of Existing Units	0	0
Total	2	2

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

After evaluating the previous City of Newburgh CDBG-funded Emergency Homeowner Repair program, it was determined that a previous Emergency Homeowner Repair program was not meeting home-owner needs. In 2021, the Emergency Homeowner Repair Program was re-introduced, and a Subrecipient Agreement was awarded to Habitat for Humanity of Greater Newburgh to manage an Emergency Homeowner Repair Program for income-qualified homeowners in the City of Newburgh. The Emergency Homeowner Repair Program began in 2022, due to delays related to supply-chain issues.

Discuss how these outcomes will impact future annual action plans.

The City of Newburgh will consider an increase in program funding to Habitat for Humanity of Greater Newburgh if the program is successful in assisting City of Newburgh homeowners with emergency home repairs.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	2	0
Moderate-income	0	0
Total	2	0

Table 7 – Number of Households Served

Narrative Information

In 2022, the Emergency Homeowner Repair Program was re-introduced, and a Subrecipient Agreement was awarded to Habitat for Humanity of Greater Newburgh to manage an Emergency Homeowner Repair Program for income-qualified homeowners in the City of Newburgh. The City of Newburgh will consider an increase in program funding to Habitat for Humanity of Greater Newburgh if the program is successful in assisting City of Newburgh homeowners with emergency home repairs.

A small amount of funding remained in a previous CDBG Program Year Homeowner Assistance Program and the CDBG program was able to assist 2 low-income City of Newburgh homeowners with an emergency water service line replacements (lead and non-lead lines).

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Newburgh Ministry provides a homeless shelter on Johnston St. Social service assistance, as well as healthcare is provided. In conjunction with the ESPRI-funded "Fragile Economies" project, the Newburgh Ministry provides financial stability assistance, as well as improved health and wellness and resiliency through peer coaching to several at-risk families in the City of Newburgh.

Addressing the emergency shelter and transitional housing needs of homeless persons

City of Newburgh partners with services such as Regional Economic Community Action Program (RECAP) and Orange County Department of Social Services to address emergency shelter and transitional housing needs of homeless persons. Other partners include Safe Harbors of the Hudson, the Newburgh Ministry and a growing number of organizations providing services to the formerly incarcerated and those affected by the criminal justice system, including Exodus Transitional Community and Osborne Association.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Social service agencies and organizations in the City of Newburgh such as Exodus Transitional Community, Bridges of New York and Renwick Recovery, Inc., work to address and promote programs for vulnerable persons and families. In 2017, the NYS Governor's Office commenced the Empire State Poverty Reduction Initiative (ESPRI). ESPRI held a community listening session, as well as convened several task forces, including housing, workforce development, healthcare and wellness. The focus of ESPRI 2022 was to continue implementation of several support projects, including the "Fragile Economies Project."

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

RECAP and Orange County Department of Social Services address the housing transition needs for homeless individuals and families, as do a growing number of service organizations, such as Exodus Transitional Community, Bridges of New York, Renwick Recovery, Inc. and Project L.I.F.E.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

City of Newburgh staff continue to meet with the Director of the Newburgh Housing Authority (NHA) on a regular basis regarding any public housing needs. All CDBG programs and City of Newburgh jobs are advertised at the NHA site.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The "City of Newburgh - Housing Resource Guide" and information on how to apply for a finance a City-owned property are shared with public housing residents. The Newburgh Community Land Bank has been awarded funding through the New York State Attorney General for a "Neighbors for Neighborhoods" Affordable Rental Housing Program. The purpose of the program is to encourage neighborhood residents to rehabilitate properties in their own neighborhood, and maintain the property as affordable rental housing.

Actions taken to provide assistance to troubled PHAs

This section is not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Newburgh supports affordable housing throughout the City of Newburgh. Fees related to land use procedures have been significantly reduced and zoning relaxed to provide more accessibility. The City of Newburgh Zoning is reviewed regularly to identify barriers to affordable housing projects.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Newburgh has a population in which at least 50% identify as Latinx. Spanish interpretation is provided at CDBG-related meetings (ex. Public Hearings). Spanish translation and dissemination of program materials into Spanish, as well as in English, is required by the City of Newburgh under the Language Access Plan. "La Voz" provides Spanish language announcements for City of Newburgh residents.

The City of Newburgh has contracted with Language Link to provide additional language translation and interpretation services.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Coordination between Lead Safe Orange and City of Newburgh Code Compliance of City of Newburgh-owned properties.

The City of Newburgh is planning to apply for a Lead remediation grant through HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH).

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

In 2017, the NYS Governor's Office commenced the Empire State Poverty Reduction Initiative (ESPRI) in the City of Newburgh. The City of Newburgh ESPRI is managed by United Way of Dutchess-Orange Region.

ESPRI held a community listening session, as well as convened several task forces, including housing, workforce development, healthcare, and wellness. The focus of ESPRI 2022 was to continue implementation of the Newburgh Ministry-managed "Fragile Economies Project." The Fragile Economies Project aims to help low-income families achieve financial goals and establish a savings cushion to help with life's unexpected events and emergencies. Families work with peer coaches to set goals, create an action plan, and stay on track. Families are connected to support where needed.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Fees related to land use procedures have been significantly reduced and zoning relaxed to provide more accessibility. In addition, the City of Newburgh has developed a more streamlined land use board process, to enhance accessibility.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Newburgh takes a lead in the Newburgh Housing Coalition, which includes Habitat for Humanity of Greater Newburgh, PathStone (HUD Homeowner training), Orange County Social Services, Safe Harbors of the Hudson and the Newburgh Community Land Bank. The City of Newburgh also participates in the Orange County Housing Planning Committee, which has even broader outreach and member organizations.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Homeownership preparation and training through Pathstone, Independent Living and Habitat for Humanity of Greater Newburgh. Introduction of Tenants Responsibilities and accompanying public workshops are also provided.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Activities are reviewed using the exhibits found in the CPD Monitoring Handbook. The "Guide for Review of Eligibility" as well as the guides for review of National Objectives are used as Activities are selected and subsequently set up. An "Activity Eligibility" form is prepared for each Activity, identifying the National Objective, as well as the eligible activity category.

Small business workshops were held through the SBA/City of Newburgh Co-Sponsorship Agreement, including a continuation of the "Business Basics Bootcamp," as well as a low-income City of Newburgh resident "On-the-Job" training program.

A joint Planning and Development/Community Development/Grants Administration meeting is held on a regular basis in order to ensure that the CDBG program is in alignment with other City of Newburgh community needs. In addition, the whole CDBG program is monitored for "Timeliness" using a spreadsheet, which tracks Activity spending, as well as Public Service and Administration caps.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

In compliance with City of Newburgh procedures, the Notice of a 15-Day Public Comment Period for the 2022 CAPER was submitted to 3 local newspapers as well as a Spanish language publication/social media. The newspapers include the Times Herald Record, Hudson Valley Press and the Times Community Papers (Mid-Hudson Times). La Voz provides Spanish language outreach for the 2022 CAPER.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in the City of Newburgh's program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in the City of Newburgh's program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	1				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	1				
Direct, on-the job training (including apprenticeships).	1				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.	1				
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	1				

Other.	1				
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City of Newburgh promotes employment opportunities for City of Newburgh residents, through the City of Newburgh website, Civil Service postings and job announcements posted in all public buildings. Qualified City of Newburgh residents receive priority for job openings.

Contractors are provided with Section 3 requirements.

CR-05 - Metas y resultados

Avances que la jurisdicción ha realizado en la ejecución de su plan estratégico y su plan de acción. 91.520(a)

Esta podría ser una visión general que incluya las principales iniciativas y aspectos destacados que se propusieron y ejecutaron a lo largo del año programático.

Varios proyectos de beneficios de CDBG (EN) suspendidos debido a la pandemia de coronavirus en 2020, comenzaron o se reiniciaron en 2022:

Programa de Propiedades In Rem: Mantenimiento de la habitabilidad de 28 propiedades residenciales devueltas a la Ciudad de Newburgh a través del proceso de ejecución hipotecaria.

Servicios De Vecindario: Proyecto de Servicios Vecinales para el Festival de Cine de Verano, Noche Nacional 2022, Capacitación de la Fuerza Laboral

Infraestructura: Proyecto de Calles Completas

Instalaciones públicas: Proyecto de Chapoteo para mejoras en el parque

Administración: Servicios de apoyo a la Subvención en Bloque para el Desarrollo Comunitario, incluida la publicación de avisos públicos, el procesamiento de comprobantes de pago, la preparación de informes, los servicios de traducción e interpretación al español y el salario del Director de Desarrollo Comunitario.

La Ciudad de Newburgh continuó varios proyectos de la Ley CDBG CARES (CDBG-CV). Las actividades incluyeron un programa de seguridad alimentaria, un programa de Pagos de Ingresos de Emergencia (alquiler), servicios de asistencia comunitaria COVID-19, incluidos programas de alcance comunitario para distribuir EPP y desinfectante para manos, y administración de subvenciones CDBG-CV.

Comparación de los resultados propuestos frente a los resultados reales para cada medida de resultados presentada con el plan consolidado y explicar, si procede, por qué no se logró avanzar hacia el cumplimiento de las metas y objetivos. 91.520(g)

Categorías, niveles de prioridad, fuentes y montos de financiamiento, resultados/objetivos, indicadores de resultados de metas, unidades de medida, metas, resultados/productos reales y porcentaje completado para cada una de las metas del año programático del concesionario.

Meta	Categoría	Fuente/ Cantidad	Indicador	Unidad de Medida	Previsto – Plan Estrategico	Actual – Plan Estrategico	Porcentaje Completo	Previsto– Programa Año	Actual – Programa Año	Porcentaje Completo
Administración	Administración	CDBG: \$	Otro	Otro	1	1	100.00%	1	0	0.00%
Desarrollo Economico	No- Habitacional Desarrollo Comunitario Desarrollo Economico	CDBG: \$	Tratamiento de fachadas/rehabilitación de edificios comerciale	Negocios	0	0		0	0	
Desarrollo Economico	No- Habitacional Desarrollo Comunitario Desarrollo Economico	CDBG: \$	Ayudado por Empresas	Ayudado por Empresas	1	1	100.00%	0	0	
Vivienda	Viviendas Asequibles	CDBG: \$	Actividades de servicio público para el subsidio de vivienda de ingresos bajos/moderados	Viviendas Asistidas	0	0		2	2	100.00%
Vivienda	Viviendas Asequibles	CDBG: \$	Cumplimiento del Código de Vivienda/Cuidado de Propiedades Embargadas	Unidad de Vivienda Familiar	14	14	100.00%			

Mejoras de Infraestructura	No-Habitacional Mejoras en la infraestructura de Desarrollo Comunitario	CDBG: \$	Instalaciones Publicas o Actividades de Infraestructura que no sean de Beneficio de Viviendas de Ingreso Bajo/Moderado	Personas Asistidas	28000	28000	100.00%	28000	28000	100.00%
Mejoras de Calidad de Vida	No-Habitacional Desarrollo Comunitario	CDBG: \$	Instalaciones Publicas o Actividades de Infraestructura que no sean de Beneficio de Viviendas de Ingreso Bajo/Moderado	Personas Asistidas	28000	28000	100.00%			
Mejoras de Calidad de Vida	No-Habitacional Desarrollo Comunitario	CDBG: \$	Actividades de Servicio Publico que no sean de Beneficio de Viviendas de Ingreso Bajo/Moderado	Personas Asistidas	4000	4302	107.55%	1600	1600	100.00%

Tabla 1 - Logros – Año del Programa y Plan Estrategico Hasta la Fecha

Evaluar cómo el uso de los fondos de la jurisdicción, en particular CDBG, aborda las prioridades y objetivos específicos identificados en el plan, prestando especial atención a las actividades de mayor prioridad identificadas.

Vivienda: El equipo de propiedades In Rem proporcionó el mantenimiento de la habitabilidad de 28 propiedades residenciales devueltas a la Ciudad de Newburgh a través del proceso de ejecución hipotecaria. Este proyecto cumple varios objetivos, entre ellos preservar la reserva de viviendas, la reducción de los barrios marginales y el deterioro, y la mejora de la calidad de vida.

Vivienda: El Programa de Asistencia de Emergencia para Propietarios de Viviendas de un año anterior del Programa CDBG ayudó a un propietario de viviendas de bajos ingresos de la Ciudad de Newburgh con una línea de servicio de agua de plomo de emergencia y un reemplazo de línea de servicio sin plomo.

Calidad de Vida – Servicios Publicos: Los Servicios Vecinales proporcionaron un Festival de Cine de Verano. Este programa ofrece servicios de

asistencia comunitaria, así como actividades para los jóvenes. Este proyecto también financió la Noche Nacional 2022.

Calidad de Vida – Instalaciones Publicas: Financiación para el proyecto de Chapoteos y mejoras en el parque de la Ciudad de Newburgh.

Desarrollo Economico: Servicios Publicos: Los Servicios Vecinales proporcionaron capacitación laboral para los residentes de la Ciudad de Newburgh a través del Programa de Capacitación Debajo de la Línea.

Calidad de Vida - CDBG-CV Servicios Publicos: El Programa de Pagos de Ingresos de Emergencia proporciona un servicio para proporcionar asistencia de atrasos de alquiler a los residentes de la Ciudad de Newburgh que no pueden pagar el alquiler por problemas relacionados con la pandemia de coronavirus.

Calidad de Vida - CDBG-CV Servicios Publicos: El Programa de Servicio de Asistencia Comunitaria de la Ciudad de Newburgh brinda servicios relacionados con el Equipo de Protección Personal (PPE) y la distribución de desinfectante para manos, y Kits de prueba COVID en el hogar.

Calidad de Vida - CDBG-CV Servicios Publicos: El Programa de Seguridad Alimentaria de la Ciudad de Newburgh brinda asistencia alimentaria a los residentes de la Ciudad de Newburgh afectados por la pandemia de coronavirus. Este servicio incluye servicios de despensa de alimentos a través de varias organizaciones sin fines de lucro en la Ciudad de Newburgh, así como apoyo para la producción de productos agrícolas con la Granja Urbana del Parque Downing (DPUF) Granja Urbana de Newburgh y Iniciativa Alimentaria (NUFFI).

Mejoras de Infraestructura: El proyecto de Mejoras de Infraestructura incluyó mejoras en las aceras.

Administracion: Servicios de apoyo a la Subvención en Bloque para el Desarrollo Comunitario, incluyendo la publicación de avisos públicos, el procesamiento de comprobantes de pago, la preparación de informes, los servicios de traducción e interpretación al español y el salario del Director de Desarrollo Comunitario..

CR-10 - Composición racial y étnica de las familias asistidas

Describe las familias asistidas (incluyendo el estatus racial y étnico de las familias asistidas).
91.520(a)

	CDBG
Blanca	0
Negra o Afro Americana	150
Asiatica	0
Indio Americano o Nativo Americano	0
Nativo Hawaiano u Otro Isleño del Pacífico	0
Total	150
Hispana	0
No- Hispana	150

Tabla 2 – Tabla de asistencia a las poblaciones raciales y étnicas, por fuente de financiación

Narración

Los datos de la Tabla 2 son aproximados. De las familias e individuos que participaron en el Festival de Cine de Verano de Servicios Vecinales, el 70% eran minorías. El Festival de Cine de Verano de la Ciudad de Newburgh estuvo abierto a todos los residentes de la Ciudad de Newburgh. Sin embargo, con el fin de llegar a la mayor cantidad de familias de bajos ingresos que pueden tener restricciones de transporte, así como proporcionar un lugar socialmente distanciado, el festival se llevó a cabo en Safe Harbors Green, ubicado entre la Calle Ann y Broadway, en Census Tract 5.0. Esta es una ubicación transitable en el extremo este de la Ciudad de Newburgh, un área objetivo para actividades de bajos ingresos. Al festival asistieron familias e individuos, aproximadamente el 80% de las minorías.

El Proyecto In Rem ayudó a los siguientes grupos étnicos: 39% latinos o hispanos, 61% no hispanos o latinos. Las categorías raciales asistidas por el Proyecto In Rem incluyen: 6% asiáticos, 14% negros o afroamericanos, 77% blancos, 2% se identifican como otros.

CR-15 - Recursos e Inversiones 91.520(a)

Identificar los recursos disponibles

Fuente de Fondos	Fuente	Recursos Disponibles	Cantidad gastada durante el año programático
CDBG	publica - federal	872,976	843,991

Tabla 3 – Recursos Disponibles

Narración

Identificar la distribución geográfica y la ubicación de las inversiones

Área de Objetivo	Porcentaje de Asignación Planificado	Porcentaje de Asignación Actual	Descripción Narrativa
Extensiones del Censo 4 & 5	30	70	Proyecto Inmobiliario In Rem, Festival de Cine de Verano, Mejoras de Infraestructura
Toda la Ciudad	70	70	Proyecto Inmobiliario In Rem, Festival de Cine de Verano, Mejoras de Infraestructura

Tabla 4 – Identificar la distribución geográfica y la ubicación de las inversiones

Narración

La mayoría de los proyectos de CDBG tuvieron lugar en las secciones censales 4 y 5, incluyendo el Festival de Cine de Verano "Socialmente Distante".

Movilización

Explique cómo los fondos federales aprovecharon recursos adicionales (fondos privados, estatales y locales), incluida una descripción de cómo se cumplieron los requisitos de correspondencia, así como cómo se utilizaron los terrenos o propiedades de propiedad pública ubicados dentro de la jurisdicción para abordar las necesidades identificadas en el plan..

Proyecto de Calles Completas, Paisaje Urbano de la Calle Liberty y Aceras: La Ciudad de Newburgh recibió una subvención del Programa Transporte Alternativo (TAP) del Departamento de Transporte del Estado de Nueva York por un monto de \$400,000.00. Los fondos se utilizarán para un (nuevo) reemplazo completo del diseño del paisaje urbano orientado a la calle de una cuadra de aceras de la ciudad en el corazón del centro histórico de la ciudad de Newburgh, a lo largo de la Calle Liberty, entre Broadway y la Calle Ann. Los fondos de la Subvención en Bloque para el Desarrollo Comunitario (CDBG) se utilizan para igualar los fondos de TAP.

CR-20 - Viviendas Asequibles 91.520(b)

Evaluación del progreso de la jurisdicción en el suministro de viviendas asequibles, incluyendo el número y los tipos de familias atendidas, el número de personas de ingresos extremadamente bajos, bajos ingresos, ingresos moderados y medianos atendidos.

	Meta de Un año	Actual
Número de familias sin vivienda que recibirán unidades de vivienda asequible	0	0
Número de familias con vivienda que recibirán unidades de vivienda asequible	0	0
Número de hogares con necesidades especiales que recibirán unidades de vivienda asequible	0	0
Total	0	0

Tabla 11 – Número de Hogares

	Meta de Un año	Actual
Número de hogares apoyados a través de Asistencia de Alquiler	0	0
Número de hogares apoyados a través de la Producción de Nuevas Unidades	0	0
Número de hogares apoyados a través de la Rehabilitación de Unidades Existentes	2	2
Número de hogares apoyados a través de la Adquisición de Unidades Existentes	0	0
Total	2	2

Tabla 12 – Número de Hogares Apoyados

Analice la diferencia entre las metas y los resultados y los problemas que se encuentran en el cumplimiento de estas metas.

Después de evaluar el programa anterior de Reparación de Emergencia para Propietarios de Vivienda de la Ciudad de Newburgh financiado por CDBG, se determinó que un programa anterior de Reparación de Emergencia para Propietarios de Vivienda no estaba satisfaciendo las necesidades de los propietarios de viviendas. En 2021, el Programa de Reparación de Emergencia para Propietarios de Vivienda fue reintroducido, y se otorgó un Acuerdo de Subbeneficiario a Hábitat para la Humanidad de Newburgh para administrar un Programa de Reparación de Emergencia para Propietarios de Vivienda con ingresos

calificados en la Ciudad de Newburgh. El Programa de Reparación de Emergencia para Propietarios de Viviendas comenzó en 2022, debido a retrasos relacionados con problemas de la cadena de suministro.

Analice cómo estos resultados afectarán a los futuros planes de acción anuales.

La Ciudad de Newburgh considerará un aumento en los fondos del programa para Hábitat para la Humanidad de Newburgh si el programa tiene éxito en ayudar a los propietarios de viviendas de la Ciudad de Newburgh con reparaciones de emergencia en el hogar.

Incluya el número de personas de ingresos extremadamente bajos, bajos y moderados atendidas por cada actividad donde se requiere información sobre los ingresos por tamaño de familia para determinar la elegibilidad de la actividad.

Número de Hogares Atendidos	CDBG Actual	VIVIENDA Actual
Ingresos extremadamente bajos	0	0
Ingresos bajos	2	0
Ingresos Moderdos	0	0
Total	2	0

Tabla 13 – Número de hogares atendidos

Informacion de la Narracion

En 2022, el Programa de Reparación de Emergencia para Propietarios de Vivienda fue reintroducido, y se otorgó un Acuerdo de Subbeneficiario a Hábitat para la Humanidad de Newburgh para administrar un Programa de Reparación de Emergencia para Propietarios de Vivienda con ingresos calificados en la Ciudad de Newburgh. La Ciudad de Newburgh considerará un aumento en los fondos del programa para Hábitat para la Humanidad de Newburgh si el programa tiene éxito en ayudar a los propietarios de viviendas de la Ciudad de Newburgh con reparaciones de emergencia en el hogar.

Una pequeña cantidad de fondos permaneció en un Programa de Asistencia para Propietarios del Año del Programa CDBG anterior y el programa CDBG pudo ayudar a 2 propietarios de viviendas de bajos ingresos de la Ciudad de Newburgh con un reemplazo de líneas de servicio de agua de emergencia (líneas de plomo y sin plomo).

CR-25 - Personas sin hogar y otras necesidades especiales 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluar el progreso de la jurisdicción en el cumplimiento de sus objetivos específicos para reducir y terminar con la falta de vivienda a través de:

Llegar a las personas sin hogar (especialmente las personas sin refugio) y evaluar sus necesidades individuales

El Ministerio de Newburgh proporciona un refugio para personas sin hogar en la Calle Johnston. Se proporciona asistencia de servicios sociales, así como atención médica. Junto con el proyecto "Economías frágiles" financiado por ESPRI, el Ministerio de Newburgh proporciona asistencia para la estabilidad financiera, así como una mejor salud, bienestar y resiliencia a través del entrenamiento entre compañeros a varias familias en riesgo en la Ciudad de Newburgh.

Abordando las necesidades de refugio de emergencia y vivienda de transición de las personas sin hogar

La Ciudad de Newburgh se asocia con servicios como el Programa Regional de Acción Económica Comunitaria (RECAP) y el Departamento de Servicios Sociales del Condado de Orange para abordar las necesidades de refugio de emergencia y vivienda de transición de las personas sin hogar. Otros socios incluyen Safe Harbors del Hudson, el Ministerio de Newburgh y un número creciente de organizaciones que brindan servicios a los anteriormente encarcelados y afectados por el sistema de justicia penal, incluida la Comunidad de Transición del Éxodo y la Asociación de Osborne.

Ayudar a las personas y familias de bajos ingresos a evitar quedarse sin hogar, especialmente a las personas y familias de ingresos extremadamente bajos y a aquellos que: Es probable que se queden sin hogar después de ser dados de alta de instituciones y sistemas de atención financiados con fondos públicos (tales como centros de atención médica, centros de salud mental, hogares de guarda y otros centros para jóvenes, y programas e instituciones correccionales); y, recibir asistencia de agencias públicas o privadas que abordan las necesidades de vivienda, salud, servicios sociales, empleo, educación o jóvenes.

Las agencias y organizaciones de servicios sociales en la ciudad de Newburgh, como Exodus Transitional Community, Bridges of New York y Renwick Recovery, Inc., trabajan para abordar y promover programas para personas y familias vulnerables. En 2017, la Oficina del Gobernador del Estado de Nueva York comenzó la Iniciativa de Reducción de la Pobreza Empire State (ESPRI). ESPRI celebró una sesión de escucha comunitaria, así como convocó a varios grupos de trabajo, incluyendo vivienda, desarrollo de la fuerza laboral, atención médica y bienestar. El enfoque de ESPRI 2022 fue continuar la implementación de varios proyectos de apoyo, incluido el "Proyecto de Economías Frágiles".

Ayudar a las personas sin hogar (especialmente a las personas y familias crónicamente sin hogar, familias con niños, veteranos y sus familias, y jóvenes no acompañados) a hacer la transición a una vivienda permanente y una vida independiente, lo que incluye acortar el período de tiempo que las personas y las familias experimentan la falta de vivienda, facilitando el acceso de las personas y familias sin hogar a unidades de vivienda asequible, y evitar que las personas y familias que recientemente se quedaron sin hogar vuelvan a quedarse sin hogar

RECAP y el Departamento de Servicios Sociales del Condado de Orange abordan las necesidades de transición de vivienda para individuos y familias sin hogar, al igual que un número creciente de organizaciones de servicios, como Exodus Transitional Community, Bridges of New York, Renwick Recovery, Inc. y Project L.I.F.E.

CR-30 - Vivienda Pública 91.220(h); 91.320(j)

Medidas adoptadas para atender las necesidades de vivienda pública

El personal de la Ciudad de Newburgh continúa reuniéndose con el Director de la Autoridad de Vivienda de Newburgh (NHA) de manera regular con respecto a cualquier necesidad de vivienda pública. Todos los programas de CDBG y los empleos de la Ciudad de Newburgh se anuncian en el sitio de NHA.

Medidas adoptadas para alentar a los residentes de viviendas públicas a involucrarse más en la administración y participar en la propiedad de vivienda

La "Guía de recursos de vivienda de la Ciudad de Newburgh" y la información sobre cómo solicitar un financiamiento de una propiedad propiedad de la Ciudad se comparten con los residentes de viviendas públicas. El Banco Comunitario de Tierras de Newburgh ha recibido fondos a través del Fiscal General del Estado de Nueva York para un Programa de Vivienda de Alquiler Asequible "Vecinos para Vecindarios". El propósito del programa es alentar a los residentes del vecindario a rehabilitar propiedades en su propio vecindario y mantener la propiedad como vivienda de alquiler asequible..

Medidas adoptadas para prestar asistencia a las PHA con problemas

Esta sección no es aplicable.

CR-35 - Otras Acciones 91.220(j)-(k); 91.320(i)-(j)

Acciones tomadas para eliminar o mejorar los efectos negativos de las políticas públicas que sirven como barreras para la vivienda asequible, como los controles del uso de la tierra, las políticas fiscales que afectan la tierra, las ordenanzas de zonificación, los códigos de construcción, las tarifas y cargos, las limitaciones de crecimiento y las políticas que afectan el retorno de la inversión residencial. 91.220 (j); 91.320 (i)

La Ciudad de Newburgh apoya viviendas asequibles en toda la ciudad de Newburgh. Las tarifas relacionadas con los procedimientos de uso de la tierra se han reducido significativamente y la zonificación se ha relajado para proporcionar más accesibilidad. La Zonificación de la Ciudad de Newburgh se revisa regularmente para identificar barreras a los proyectos de vivienda asequible.

Medidas adoptadas para abordar los obstáculos que impiden satisfacer las necesidades desatendidas. 91.220(k); 91.320(j)

La ciudad de Newburgh tiene una población en la que al menos el 50% se identifica como Latinx. Se proporciona interpretación al español en las reuniones relacionadas con CDBG (por ejemplo, audiencias públicas). La traducción al español y la difusión de los materiales del programa al español, así como en inglés, es requerida por la Ciudad de Newburgh bajo el Plan de Acceso al Idioma. "La Voz" ofrece anuncios en español para los residentes de la Ciudad de Newburgh.

La ciudad de Newburgh ha contratado a Language Link para proporcionar servicios adicionales de traducción e interpretación de idiomas.

Medidas adoptadas para reducir los peligros de la pintura a base de plomo. 91.220(k); 91.320(j)

Coordinación entre Lead Safe Orange y el Cumplimiento del Código de la Ciudad de Newburgh por las propiedades propiedad de la Ciudad de Newburgh.

La Ciudad de Newburgh planea solicitar una subvención de remediación de plomo a través de la Oficina de Control de Riesgos de Plomo y Hogares Saludables de HUD (OLHCHH).

Medidas adoptadas para reducir el número de familias que viven en la pobreza. 91.220(k); 91.320(j)

En 2017, la Oficina del Gobernador del Estado de Nueva York comenzó la Iniciativa de Reducción de la Pobreza Empire State (ESPRI) en la Ciudad de Newburgh. La Ciudad de Newburgh ESPRI es administrada por United Way de la Region de Dutchess-Orange.

ESPRI celebró una sesión de escucha comunitaria, así como convocó a varios grupos de trabajo, incluyendo vivienda, desarrollo de la fuerza laboral, atención médica y bienestar. El enfoque de ESPRI 2022 fue continuar la implementación del "Proyecto de Economías Frágiles" administrado por el Ministerio de Newburgh. El Proyecto de Economías Frágiles tiene como objetivo ayudar a las familias de

bajos ingresos a alcanzar metas financieras y establecer un colchón de ahorro para ayudar con los eventos inesperados y emergencias de la vida. Las familias trabajan con entrenadores pares para establecer metas, crear un plan de acción y mantenerse en el buen camino. Las familias están conectadas con apoyo donde sea necesario.

Medidas adoptadas para desarrollar la estructura institucional. 91.220(k); 91.320(j)

Las tarifas relacionadas con los procedimientos de uso de la tierra se han reducido significativamente y la zonificación se ha relajado para proporcionar más accesibilidad. Además, la Ciudad de Newburgh ha desarrollado un proceso más simplificado del concejo del uso de la tierra, para mejorar la accesibilidad.

Medidas adoptadas para mejorar la coordinación entre los organismos públicos y privados de vivienda y servicios sociales. 91.220(k); 91.320(j)

La Ciudad de Newburgh lidera la Coalición de Vivienda de Newburgh, que incluye Hábitat para la Humanidad del Gran Newburgh, PathStone (capacitación de propietarios de viviendas de HUD), Servicios Sociales del Condado de Orange, Safe Harbors of the Hudson y Newburgh Community Land Bank. La Ciudad de Newburgh también participa en el Comité de Planificación de Vivienda del Condado de Orange, que tiene un alcance aún más amplio y organizaciones miembros.

Identificar las acciones tomadas para superar los efectos de cualquier impedimento identificado en el análisis de jurisdicciones de los impedimentos para la elección de vivienda justa. 91.520(a)

Preparación y capacitación para la propiedad de vivienda a través de Pathstone, Independent Living y Habitat para la Humanidad de Newburgh. Introducción de las responsabilidades de los inquilinos y talleres públicos acompañantes.

CR-40 - Supervisión 91.220 y 91.230

Describir los estándares y procedimientos utilizados para monitorear las actividades llevadas a cabo en cumplimiento del plan y utilizadas para garantizar el cumplimiento a largo plazo de los requisitos de los programas involucrados, incluido el alcance de las empresas minoritarias y los requisitos de planificación integral.

Las actividades se revisan utilizando las exposiciones que se encuentran en el Manual de Monitoreo de CPD. La "Guía para la Revisión de Elegibilidad", así como las guías para la revisión de los Objetivos Nacionales se utilizan a medida que se seleccionan las actividades y posteriormente se establecen. Se prepara un formulario de "Elegibilidad de Actividad" para cada Actividad, identificando el Objetivo Nacional, así como la categoría de actividad elegible.

Los talleres para pequeñas empresas se llevaron a cabo a través del Acuerdo de Copatrocinio de la SBA / Ciudad de Newburgh, incluida la continuación del "Entrenamiento de Conceptos Básicos de Negocios", así como un programa de capacitación "en el trabajo" para residentes de bajos ingresos de la Ciudad de Newburgh.

Una reunión conjunta de Planificación y Desarrollo / Desarrollo Comunitario / Administración de Subvenciones se lleva a cabo regularmente para garantizar que el programa CDBG esté alineado con otras necesidades de la comunidad de la Ciudad de Newburgh. Además, todo el programa CDBG se monitorea para "Puntualidad" utilizando una hoja de cálculo, que rastrea el gasto de la actividad, así como los límites de Servicio Público y Administración.

Plan de Participación Ciudadana 91.105(d); 91.115(d)

Describir los esfuerzos para proporcionar a los ciudadanos un aviso razonable y la oportunidad de comentar sobre los informes de rendimiento..

En cumplimiento con los procedimientos de la Ciudad de Newburgh, el Aviso de un Período de Comentarios Públicos de 15 Días para el CAPER 2022 se envió a 3 periódicos locales, así como a una publicación / redes sociales en español. Los periódicos incluyen el Times Herald Record, Hudson Valley Press y el Times Community Papers (Mid-Hudson Times). La Voz ofrece alcance en español para el CAPER 2022.

CR-45 - CDBG 91.520(c)

Especificar la naturaleza y las razones de cualquier cambio en los objetivos del programa de la jurisdicción e indicaciones de cómo la jurisdicción cambiaría sus programas como resultado de sus experiencias.

No hubo cambios en los objetivos del programa de la Ciudad de Newburgh.

¿Tiene esta jurisdicción alguna subvención abierta de la Iniciativa de Desarrollo Económico de Brownfields (BEDI)?

No

[Beneficiarios de BEDI] Describir los logros y resultados del programa durante el último año.

CR-45 - CDBG 91.520(c)

Especificar la naturaleza y las razones de cualquier cambio en los objetivos del programa de la jurisdicción e indicaciones de cómo la jurisdicción cambiaría sus programas como resultado de sus experiencias.

No hubo cambios en los objetivos del programa de la ciudad de Newburgh.

¿Tiene esta jurisdicción alguna subvención abierta de la Iniciativa de Desarrollo Económico de Brownfields (BEDI)??

No

[Beneficiarios de BEDI] Describir los logros y resultados del programa durante el último año.

CR-58 – Sección 3

Identificar el número de personas asistidas y los tipos de asistencia proporcionada

Horas totales de trabajo	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Horas totales de trabajo	0				
Total de horas de trabajo de la Sección 3	0				
Total de horas de trabajo de la Sección 3	0				

Table 15 – Total Labor Hours

Esfuerzos Cualitativos - Número de Actividades por Programa	CDBG	HOME	ESG	HOPWA	HTF
Esfuerzos de divulgación para generar solicitantes de empleo que sean trabajadores específicos de vivienda pública	1				
Esfuerzos de divulgación para generar solicitantes de empleo que sean Otros trabajadores Dirigidos a la Financiación.	1				
Capacitación directa en el trabajo (incluidos los aprendizajes).	1				
Capacitación indirecta, como organizar, contratar o pagar la matrícula de la capacitación fuera del sitio.					
Asistencia técnica para ayudar a los trabajadores de la Sección 3 a competir por puestos de trabajo (p. ej., asistencia con el currículum, entrenamiento).					
Esfuerzos de divulgación para identificar y asegurar ofertas de la incumbencia comerciales de la Sección 3.					
Asistencia técnica para ayudar a las incumbencias comerciales de la Sección 3 a comprender y ofertar por los contratos.					
División de contratos en trabajos más pequeños para facilitar la participación de incumbencia de las empresas de la Sección 3.					
Proporcionó o conectó a los residentes con asistencia para buscar empleo, incluyendo: redacción de currículums, preparación para entrevistas, búsqueda de oportunidades de trabajo, conexión de residentes con servicios de colocación laboral.					
Sostuvo una o más ferias de empleo .					
Proporcionar o conectar a los residentes con servicios de apoyo que pueden proporcionar servicios directos o referencias.					
Proporcionó o conectó a los residentes con servicios de apoyo que brindan uno o más de los siguientes: exámenes de salud de preparación para el trabajo, ropa para entrevistas, uniformes, tarifas de exámenes, transporte.					
Ayudó a los residentes a encontrar cuidado infantil.	1				
Ayudó a los residentes a solicitar o asistir a un colegio comunitario o a una institución educativa de cuatro años.					
Ayudo a los residentes para solicitar o asistir a capacitación vocacional / técnica.					
Ayudó a los residentes a obtener capacitación y / o entrenamiento de educación financiera.					
Asistencia de fianzas, garantías u otros esfuerzos para respaldar ofertas viables de incumbencia comerciales de la Sección 3.					
Proporcionó o conectó a los residentes con capacitación sobre el uso de computadoras o tecnologías en línea.					

Promover el uso de un registro de empresas diseñado para crear oportunidades para las empresas desfavorecidas y pequeñas.					
Divulgación, compromiso o referencias con el sistema estatal de ventanilla única, según lo diseñado en la Sección 121 (e) (2) de la Ley de Innovación y Oportunidad de la Fuerza Laboral.	1				
Otro.	1				

Table 16 – Esfuerzos Cualitativos - Número de Actividades por Programa

Narración

La Ciudad de Newburgh promueve oportunidades de empleo para los residentes de la Ciudad de Newburgh, a través del sitio web de la Ciudad de Newburgh, anuncios de Servicio Civil y anuncios de trabajo publicados en todos los edificios públicos. Los residentes calificados de la Ciudad de Newburgh reciben prioridad para las ofertas de trabajo.

A los contratistas se les proporcionan los requisitos de la Sección 3.

RESOLUTION NO.: 23 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR AND ACCEPT
IF AWARDED A FISCAL YEAR 2022 DEPARTMENT OF HOMELAND SECURITY
FEMA ASSISTANCE TO FIREFIGHTERS GRANT
IN THE AMOUNT OF \$35,000.00 WITH A \$3,500.00 CITY MATCH
FOR THE PURCHASE OF FITNESS EQUIPMENT FOR
THE CITY OF NEWBURGH FIRE DEPARTMENT**

WHEREAS, the City of Newburgh Fire Department has expressed an interest in applying for funds available under the Fiscal Year 2022 Department of Homeland Security Federal Emergency Management Agency Assistance to Firefighters Grant Program; and

WHEREAS, said grant, if awarded, will provide funding for the purchase of training equipment; and

WHEREAS, if awarded, said grant will provide \$35,000.00 and require a one-time City match of \$3,500.00 derived from TE.412.0400 -Fire Auction line; and

WHEREAS, it is deemed to be in the best interests of the City of Newburgh and its citizens to apply for and accept such grant if awarded;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to apply for and to accept if awarded a the Fiscal Year 2022 Department of Homeland Security Federal Emergency Management Agency Assistance to Firefighters Grant in the amount of \$35,000.00 with a 10% City-match to purchase fitness equipment for the City of Newburgh Fire Department; and to execute all such further contracts and documentation and take such further actions as may be appropriate and necessary to accept such grant and administer the purchases funded thereby..

RESOLUTION NO.: 24 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO
EXECUTE A CONTRACT WITH THE SETROC GROUP, INC.
FOR STRATEGIC MARKETING SERVICES**

WHEREAS, the City of Newburgh has identified a need for strategic marketing services, including but not limited to public/media relations, community outreach, media design, and multimedia products and services; and

WHEREAS, The Setroc Group, Inc. has submitted a scope of professional services that offers strategic marketing services to the City of Newburgh; and

WHEREAS, this Council has reviewed the attached agreement and has determined that executing same under the terms and conditions set forth therein is in the best interests of the City of Newburgh; and

WHEREAS, funding for such project shall be derived from A.1230.0455, Consultants Services; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to execute a contract with The Setroc Group, Inc. to provide strategic marketing services to the City of Newburgh.

CITY OF NEWBURGH
Services Contract

This contract ("Contract") is made and entered into this _____ day of _____, 2023 ("Effective Date"), by and between the City of Newburgh, a municipal corporation, with an office address of 83 Broadway, Newburgh, New York 12550 ("City"), and The Setroc Group, Inc. with an office address located at 171 Madison Avenue, New York, New York 10016 ("Contractor").

WITNESSETH

WHEREAS, the City has identified a need for strategic marketing services, including but not limited to public/media relations, community outreach, media design, and multimedia products and services; and

WHEREAS, the City has identified Contractor as a company with the requisite knowledge, skill, and experience in providing products and/or services that meet the City's needs; and

WHEREAS, the City has abided by its policies and procurement practices in identifying Contractor to provide said products and/or services to the City;

NOW THEREFORE, in consideration of the terms hereinafter mentioned and also the mutual covenants and obligations moving to each party hereto from the other, the Parties hereby agree as follows:

[Remainder of this page intentionally left blank. Terms and conditions to follow.]

1. APPENDICES AND ATTACHMENTS

- 1.1. The following appendices and attachments, attached hereto, are hereby expressly made a part of this Contract:

Schedule A – Services and Deliverables

Schedule B – Pricing Matrix

2. SCOPE OF SERVICES

- 2.1. Contractor shall render all services and deliverables and furnish all materials and equipment necessary to provide the City with services and deliverables more specifically described in **Schedule A** (hereafter “Services”), in a timely and professional manner, using the degree of care, skill, and diligence generally observed by other first class media and marketing communications agencies, and in accordance with the highest professional and industry standards relevant to the Services as reasonably anticipated based on the applicable Scope of Work.
- 2.2. Contractor will perform all Services. Services shall not be performed by any other person, entity, agency, affiliate, or subcontractor unless approved by the City in writing. Contractor shall remain responsible for the performance of all of its obligations under this Contract, and for the performance by all third parties providing Services herein. Any Contract between Contractor and a permitted subcontractor must contain terms and provisions consistent with those contained in this Contract.

3. RATES AND FEES

- 3.1. For the Services described in **Schedule A**, Contractor shall be entitled to charge rates and fees as set forth in **Schedule B**.
- 3.2. Contractor may not charge more than rates and charges set forth in **Schedule B**.
- 3.3. This Contract shall be deemed only executory to the extent of the monies available, and no liability shall be incurred by the City beyond the monies legally available for the purposes hereof.
- 3.4. For any additional services proposed or requested, the compensation to be paid will be identified in a supplemental Contract as applicable.
- 3.5. Payments under this Contract shall be made in arrears of work increment(s) completed to the satisfaction of the City and upon submittal of an invoice to the City. If not otherwise specified, payment for services rendered will be processed within thirty (30) days upon presentation of the invoice.

3.6. At the conclusion of work on a project, Contractor shall submit a final invoice for any remaining amounts due. This invoice shall be prominently identified as 'FINAL INVOICE'.

3.7. Contractor agrees that no charges or claim for damages shall be made by it for any delays or hindrances from any cause whatsoever during the progress of any portion of the services specified in this Contract. Such delays or hindrances, if any, shall be compensated for by an extension of time for such reasonable period as the City may decide, it being understood, however, that the permitting of the Contractor to proceed to complete any services or any part of them after the date of completion or after the date to which the time of completion may have been extended, shall in no way operate as a waiver on the part of the City of any of its rights herein.

4. TERM

4.1. This Contract will commence on the Effective Date and will continue until terminated in accordance with Section 9.

5. CONTRACTOR'S OBLIGATIONS

5.1. Contractor shall:

5.1.1. Apply such time, attention, and reasonable skill and care as may be necessary or appropriate for its proper performance and provision of the Services;

5.1.2. Use industry and proprietary tools and data for the provision of Services that are generally accepted as suited to protect Advertiser's best interests;

5.1.3. Comply with all applicable laws in connection with its performance of Services hereunder;

5.1.4. Comply with all reasonable directions regarding the Services communicated to it from time to time by the City;

5.1.5. Keep confidential materials that are in its possession or control safe and secure;

5.1.6. Deliver all Services by the dates set out in the applicable Scope of Work or any other delivery date(s) agreed by the Parties in writing.

5.1.7. Assure that any media (e.g. photographs, images, songs, works) used in the creation of any work product contemplated by the Contract, is either not subject to copyright law, or is subject to copyright law but Contractor has secured permission and authority to use such media in its work product.

5.2. If at any time Contractor becomes aware that it may not be able to perform or deliver the Services by any date set out in the applicable scope of work (or any other deadline agreed

by the Parties in writing), Contractor will promptly notify the City and give details of the reasons for the delay. Unless the delay is caused by Force Majeure, Contractor's failure to perform the Services will represent a material breach of this Contract entitling the City to terminate this Contract and pursue its legal and equitable remedies if the breach.

6. CONFIDENTIAL INFORMATION

- 6.1. Any information provided by the City to Contractor shall be deemed confidential. Contractor shall not disclose any information to a third-party unless authorized by the City in writing.
- 6.2. The obligations contained in this section shall survive the termination or expiration of any relationship between the parties into perpetuity.

7. WORK PRODUCT

- 7.1. Contractors must provide any written records in Word, Excel, PDF or another format acceptable to the City and be able to share documents with the City in electronic format via email or managed file transfer (for larger sized documents) in a manner acceptable to the City.
- 7.2. All records in any form (e.g. written, visual, audio, etc.) produced by the Contractor shall be property of the City. All records produced by the Contractor for the City, or on behalf of the City, shall not be used for any purpose without the City's written consent. At the conclusion of any engagement, either as a result of termination or the natural conclusion of the engagement, all records shall be turned over to the City within 60 days, or as may be extended in writing by the City.
- 7.3. All information collected or otherwise obtained by the Contractor, the Contractor's staff and all subcontractors in performance under the Contract is proprietary and may not be disclosed to any party other than the City without the City's express written consent.
- 7.4. The obligations contained in this section shall survive the termination or expiration of any relationship between the parties into perpetuity.
- 7.5. Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (collectively called the "Records"). The Records must be kept for a minimum of six (6) years from the date of creation or three (3) years after final payment is remitted by the City, whichever is later. Any authorized representatives of the City, New York State, or Federal Government shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, a mutually agreeable reasonable venue within the State, for the term specified above for inspection, auditing, and copying.

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- 7.6. The City reserves the right to use any work product prepared under this Contract regardless of whether the Contract is terminated or the project is suspended or abandoned. This right allows the City to use these documents in the future for the same project, a modified version of it, or for one that is similar.

8. KEY INDIVIDUALS AND ASSOCIATES

- 8.1. Should Contractor fail to provide at least the staffing mutually agreed upon by the City and Contractor during the term of the Contract, the City will have the right, in addition to any other right set forth herein, to prospectively renegotiate fees in light of any staffing deficiency.
- 8.2. Contractor may allocate suitable associates with appropriate levels of experience and seniority to provide the Services. The composition of Contractor's team assigned to the City and the allocation of their work time will comply with the specifications set forth in the relevant scopes of work.
- 8.3. Contractor will appoint specifically named key individuals to be actively involved in the provision of the Services. Should any key individual leave Contractor's employment or cease to be involved in the provision of Services for any reason Contractor will consult the City and, subject to the City's written approval, appoint a suitable replacement. Any such change in the key individuals will occur with full and timely transfer of know-how at Contractor's sole expense.

9. TERMINATION

- 9.1. The City may terminate this Contract or suspend or abandon Services for any reason upon fourteen (14) days written notice to the Contractor. Contractor may terminate this Contract only if the City substantially fails to perform in accordance with Section 3 of this Contract regarding payment for Services. Prior to Contractor terminating this Contract, a Notice of Termination must be given in writing and in accordance with the notice provision in Section 10 (Miscellaneous Provisions), below, to the City that allows the City fourteen (14) days to correct any default. If the default is corrected/cured, Contractor may not terminate this Contract.
- 9.2. In the event the City terminates this Contract, suspends Services more than 180 days, abandons Services, or the Contractor terminates this Contract, the City shall pay to the Contractor full payment for Services actually performed under this Contract as follows (i.e. quantum meruit):
- 9.2.1. The monthly installment of the sum due under Section 3 (Compensation) as shall have become payable because of progress in the work plus a pro-rata portion of the next succeeding and uncompleted step, if any, for services actually rendered by Contractor.

9.2.2. In ascertaining the services actually rendered up to the date of termination of this Contract, or suspension or abandonment Services, consideration will be given by the City to completed work and work in process.

9.3. The City may immediately cancel this Contract on notice to Contractor if the City receives information that any work under this Contract conflicts with the provisions of any applicable law establishing a Code of Ethics for Federal, State or City officers and employees.

10. INSURANCE AND RISK MANAGEMENT

10.1. The parties agree that Contractor, its agents, officers, and employees, in the performance of this Contract, shall act in an independent capacity and not as officers, employees, or agents of the City.

10.2. Contractor agrees to hold harmless, defend, and indemnify the City, and the officers, agents, and employees of the City from all claims, damages, losses, causes of action and demands, and all costs and expenses incurred in connection therewith, resulting from or in any manner arising out of or in connection with any negligent act or omission or willful misconduct on the part of the Contractor, its officers, agents, and employees, in the performance of this Contract. This provision shall survive the expiration or termination of this Contract.

10.3. Contractor shall not commence work until the City has received evidence of the insurance policies and/or coverages required in this section and approved the same.

10.4. Contractor shall obtain the following policies and coverages. The insurance furnished by the Contractor under this section shall provide coverage in amounts not less than the following unless a different amount is stated herein:

10.4.1. Comprehensive or Commercial Form General Liability Insurance, on an occurrence basis, shall cover work done or to be done by or on behalf of the Contractor and shall provide insurance coverage for bodily injury, personal injury, property damage, and contractual liability. The aggregate limit shall apply separately to the work.

The minimum liability limits shall be as follows:

\$2,000,000	General Aggregate
\$1,000,000	Each Claim - combined single limit for bodily injury and property damage.

10.4.2. Workers' Compensation Insurance, shall include Employer Liability limits of \$1,000,000 and other limits required under New York law.

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- 10.4.3. Professional Liability Insurance (a/k/a Errors and Omissions insurance) on an occurrence basis, shall cover work done or to be done by or on behalf of the Contractor and provide insurance for professional liability in the amount of \$1,000,000 each occurrence. At a minimum Contractor shall obtain and maintain professional liability insurance on a claims-made basis for no less than \$1,000,000 each claim and \$2,000,000 annual aggregate, and certification of coverage shall be submitted to the City upon signing of this Contract. If the total contract amount exceeds \$1,000,000, the Contractor shall renew and keep such insurance in effect for at least ten (10) years after the recordation of the notice of completion.
- 10.5. Insurers shall be authorized in the State of New York to transact insurance and shall hold a current A.M. Best's rating of no less than A: VII or carrier acceptable to the City.
- 10.6. Contractor shall submit to the City certificates of insurance and endorsements to the policies of insurance required by the Contract as evidence of the insurance coverage.
- 10.7. The scope of coverage and deductible shall be shown on the certificate of insurance.
- 10.8. The certificates of insurance and endorsements shall provide for no cancellation of coverage without thirty (30) days written notice to the City, and without ten (10) days' notice for non-payment of premium.
- 10.9. Renewal certifications shall be timely filed by the Contractor for coverage until the work is accepted as complete.
- 10.10. Contractor shall notify the City in writing of any material change in insurance coverage.
- 10.11. Insurance policies shall contain, or be endorsed to contain, the following provisions and/or endorsements:
- 10.11.1. For the general and automobile liability policies, the City of Newburgh, its officers, employees, representatives, volunteers, and agents shall be covered as additional insureds.
- 10.11.2. For claims related to the work, Contractor's insurance coverage shall be primary insurance as respects the City of Newburgh, their officers, employees, representatives, volunteers, and agents. Insurance or self-insurance maintained by the City, their officers, employees, representatives, volunteers, and agents shall be in excess of the Contractor's insurance and shall not contribute with it.
- 10.11.3. Each insurance policy required by this section shall state that coverage shall not be canceled, except after thirty (30) days prior written notice by mail,

return receipt requested, has been given to the City, ten (10) days' notice for non-payment of premium.

- 10.11.4. The City, their officers, employees, representatives, volunteers, and agents shall not by reason of their inclusion as additional insureds incur liability to the insurance carriers for payment of premiums for such insurance.
- 10.12. Any deductible under any policy of insurance required in this section shall be the Contractor's liability.
- 10.13. Acceptance of certificates of insurance by the City shall not limit the Contractor's liability under the Contract.
- 10.14. If the City is damaged by the failure of Contractor to provide or maintain the required insurance, the Contractor shall pay the City for such damages.
- 10.15. Contractor's obligations to obtain and maintain required insurance are non-delegable duties under this Contract.
- 10.16. Contractor's insurances shall be primary in any suit by a third-party that names both the City and Contractor as defendants to an action.

11. MISCELLANEOUS

- 11.1. Contractor, in accordance with his status as an independent contractor, covenants and agrees that he will conduct himself consistent with such status, that he will neither hold himself out as, nor claim to be, an officer or employee of the City by reason hereof, and that he will not, by reason hereof, make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the City, including but not limited to Worker's Compensation coverage, Unemployment Insurance benefits, Social Security coverage or Retirement membership or credit.
- 11.2. Contractor agrees to comply with all applicable Federal, State and City Civil Rights and Human Rights laws with reference to equal employment opportunities and the provision of services. In accordance with Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal Statutory and constitutional non-discrimination provisions, Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability or marital status. Furthermore, Contractor agrees that neither it nor its sub-Contractors shall, by reason of race, creed, color, disability, sex or national origin; (a) discriminate in hiring against any citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this Contract.
- 11.3. Contractor certifies compliance with providing a drug-free workplace.

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- 11.4. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Contractor, to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the City shall have the right to annul this Contract without liability, or, in its discretion, to deduct from the Contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
- 11.5. Contractor warrants that no officer or employee of the City of Newburgh has received, or shall receive, compensation from the Contractor or subcontractors for work performed in the execution of this Contract, or for any architectural or engineering services, public or private, performed for the Contractor or its subcontractors.
- 11.6. This Contract shall be binding on, and inure to the benefit of, the successors and permitted assigns of the parties.
- 11.7. Contractor may not assign, transfer, convey, sublet or otherwise dispose of the Contract or its right, title or interest therein, or its power to execute such Contract, to any other person, company or corporation, without written consent of the City. If this provision is violated, the City may revoke and annul the Contract and the City shall be relieved from all liability and obligations thereunder to the person, company or corporation to whom the Contractor shall purport to assign, transfer, convey, sublet or otherwise dispose of the Contract without such consent in writing of the City.
- 11.8. Notice for either party may be served by delivering it in writing via any form of United States Postal Service that contains a tracking number, or by Federal Express, or by United Parcel Service, to the respective party and address as shown on the Contract page.
- 11.8.1. Notice served upon the City shall be delivered to:
- City of Newburgh
attn.: City Manager
83 Broadway
Newburgh, New York 12550
- 11.8.2. Notice served upon Contractor shall be delivered to:
- The Setroc Group, Inc.
171 Madison Avenue
New York, New York 10016

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- 11.9. In the event of any claims made or any actions brought against the City in connection with the Contract, Contractor agrees to provide all information and assistance in the City's opinion that is reasonably necessary to defend such Claim.
- 11.10. The State courts located in New York State, County of Orange, shall have exclusive jurisdiction to adjudicate any disputes arising out of or relating to, this Contract. Each party hereto consents to the jurisdiction of such court and waives any right it may otherwise have to challenge the appropriateness of the forum for any reason. Arbitration shall not be used to resolve any claims, controversies, or disputes between the parties.
- 11.11. This Contract shall be governed and construed in accordance with the laws of the State of New York, without giving effect to any conflict of laws principles that may apply.
- 11.12. This Contract constitutes the entire Contract between the parties with respect to the subject matter hereof and supersedes all other prior Contracts and understandings, both written and oral, between the parties with respect to the subject matter hereof. Any changes to this Contract may be amended by mutual consent of the parties hereto in writing.
- 11.13. This Contract may be executed in any number of counterparts with the same effect as if all the signing parties had signed the same document. All counterparts shall be construed together and shall constitute the same instrument.
- 11.14. In the event that any provision of this Contract is held to be unenforceable under applicable law, this Contract will continue in full force and effect without such provision and will be enforceable in accordance with its terms.

12. CERTIFICATION FOR FEDERAL-AID CONTRACTS (IF APPLICABLE)

- 12.1. Should this Contract, or any portion thereof, be funded with federal aid, Contractor certifies, by signing this Contract, to the best of its knowledge and belief, that:
- 12.1.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Contract, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative Contract.
- 12.1.2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract,

grant, loan, or cooperative Contract, the undersigned shall complete and submit the standard "Disclosure Form to Report Lobbying," in accordance with its instructions.

12.1.3. The signator to this Contract, being duly sworn, certifies that its company and any person associated therewith in the capacity of owner, partner, director, officer, or major stockholder (five percent or more ownership):

12.1.3.1. Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;

12.1.3.2. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three years;

12.1.3.3. Does not have a proposed debarment pending; and

12.1.3.4. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three years.

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[Signature and Acknowledgment Pages to Follow]

Signature Page
Contract for Media/Public Relations Services
City of Newburgh with The Setroc Group, Inc.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective names by their duly authorized representatives and their respective seals to be hereunder affixed, all as of the date above-written.

DATED: _____, 2023 CITY OF NEWBURGH

By: _____
Name: Todd Venning
Title: City Manager

DATED: _____, 2023 THE SETROC GROUP, INC.

By: _____
Name: [Print Name]
Title: [Print Title]

Acknowledgment Page
Contract for Media/Public Relations Services
City of Newburgh with The Setroc Group, Inc.

STATE OF NEW YORK)
) ss.:
COUNTY OF ORANGE)

On the ____ day of _____, in the year 20____, before me personally appeared Todd Venning, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

STATE OF _____)
) ss.:
COUNTY OF _____)

On the ____ day of _____, in the year 20____, before me personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

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[Schedules to Follow]

SCHEDULE A
Services and Deliverables

This Schedule A includes the detailed scope of services and deliverables that Contractor will perform for the City. Contractor will provide services related to the City's strategic marketing communications needs. The Agency's services are generally described as follows.

A. Account Management Services

1. Manage overall relationship with the City, as well as its media and interactive agencies.
2. Provide strategic brand insight and direction that pertain to marketing communications.
3. Act as contact for the City upon the City's request, channeling questions and requests.
4. Participate in in key initiatives, including awareness, tracking, and quantitative research to determine communications effectiveness. Key initiatives for the City currently include, but are not limited to:
 - a) Newburgh Rebranding (Tourism Promotion)
 - b) Infrastructure News
 - c) PFOS Drinking Water Contamination Updates
5. Frame marketing communications strategy, monitor overall marketing communications and offline strategies, and confirming the same are communicated to media and interactive agencies.
6. Develop creative briefs, upon receipt of input from the City, for each project that describes the strategy, specific goals, and message of each project.
7. Manage all ongoing projects, including timelines, budgets and invoices.
8. Monitor trends and ongoing analysis marketing strategies.
9. Participate in status meetings and reviews with the City upon the City's reasonable request.
10. Provide monthly and quarterly updates.
11. Contribute to and advise the City on the development and implementation of marketing plans, including marketing communications, advertising, strategy and account planning, and research.
12. Create, prepare, and submit for approval, marketing communications plans, marketing communications and advertising concepts, rough layouts, rough storyboards, photostats, paste-ups, mechanicals, and the like, and plans for the development and

execution thereof.

13. Execute and implement marketing communications and advertising in finished form, in accordance with the City's timely prior written approval, and estimate approval, and forward same to production and media with proper instructions.
14. Traffic and disperse all necessary materials to media suppliers, printers, and all other third parties needed to accomplish the City's approved marketing communications, and advertising ideas, programs, and campaigns.
15. Assess secondary research findings to determine brand marketing communications effectiveness, opportunities, and needs.
16. Provide the following general deliverables with respect to each key initiative or campaign established by the City:
 - a) Work plan, which shall include:
 - (1) Identification of major tasks by which progress can be measured:
 - (2) Estimated hours to accomplish the initiative and each major task that comprises that initiative.
 - (3) Estimated completion dates for both initiatives and major tasks.
 - (4) Personnel and their role in accomplishing the required activities.
 - (5) Coordination and management of the Agreement to ensure all tasks, activities, and functions are completed effectively and in a timely manner.
 - b) Criteria to measure and document the positive media attention it creates around policies, initiatives, projects, and other newsworthy topics that raise awareness about the City and its efforts in the community.
 - c) Written reports with analysis of the research and data, recommendations or approaches, and updated strategic approaches/plans based on the research and data results.
 - d) Conduct baseline and ongoing sampling to ensure core messaging, branding, and policy is reaching the community in the best manner available. The Contractor shall provide an analysis and summary report with updated results.

B. Creative Services

1. Graphic Design services includes:
 - a) Design of posters, digital flyers, and other materials that support the City's key

initiatives, in both English and Spanish.

- b) Photo shoots for campaign needs.
 - c) Resizing and editing materials.
 - d) Marketing campaigns (conception, information architecture, creative design, copywriting, graphical design and resizing, and final mechanicals) based on previously defined marketing programs and projects.
 - e) Proofread all copy (copywriting and copyediting) created by either Contractor or the City, and insure that all such materials deemed approved have been reviewed and approved through Client's internal review process.
 - f) Creative consulting, sharing with the City the Contractor's best practices expertise for brand advocacy and creative continuity.
 - g) Participation in City meetings, reviews, requirements sessions, and briefings, upon City request.
2. Photography services includes:
- a) Photo shoots for campaign needs, including up to 8 views/angles depending on size or specific photos requested by the City.
 - b) Post processing for correct color balance, cropping, lens correction, HDR processing where appropriate, straightening of all edges, brightness, clarity, and touch up.
 - c) Deliverables
 - (1) Final files in JPEG (or preferred format) delivered via DropBox or mailed on flash drive. Files shall be of a size large enough for poster-board sized printing or small enough for upload and publication to the City's website.
3. Videography services includes:
- a) Pre-Production
 - (1) Up to 2 pre-production meetings to discuss concept and plan production details
 - (2) Script, storyboard
 - (3) Develop shot list
 - b) Production
 - (1) Videographer with HD camera and lighting kit for product shots (up to 4 hours)
 - (2) Voiceover, as needed, in both English and Spanish.

c) Post Production

- (1) Up to 3 revisions
- (2) Video review & editing
- (3) Branded Opening and Closing Videos (bookends)
- (4) Background Music
- (5) Motion Graphics for adding text and important graphics

d) Deliverables

- (1) Up to two (2), 30-second videos per month. Any unused video allotments in a given month may be rolled over into subsequent months during the contract term at no additional cost to the City.
- (2) Digital video files

C. Public Relations and Marketing Campaigns

1. Contractor will provide the following public relations services, based on the City's key initiatives:
 - a) Press Release development
 - b) Media Kit development
 - c) Ongoing message-specific campaign to targeted media outlets
 - d) Distribution of press releases to community groups/advocates and general news outlets.
 - e) Vetting of media inquiries, as well as facilitation and coordination of valuable media opportunities and interviews.
 - f) Tracking, review and clipping of media coverage
2. Contractor will provide the following community relations and public events services, based on the City's key initiatives:
 - a) Outreach and relationship building with community groups, advocates, stakeholders, and other potential partners.
 - b) Outreach with local, state and federal agencies.
 - c) Coordination of regular and special events and promotions
 - d) Regular communication and dissemination of news and promotions
 - e) Identification and facilitation of new potential partnerships designed to further the goals of the City and support existing programs and initiatives.

SCHEDULE B
Rates and Fees

I. Monthly Retainer

For services rendered under the Monthly Retainer, the City shall pay the sum of \$11,200.00 per month to Contractor for services related to any campaign, initiative, or task as required by the City in accordance with this Contract.

Contractor shall devote a minimum of 40 hours per month for services rendered under the Monthly Retainer. Contractor shall provide an itemized report of time spent on each campaign, initiative, or task along with its monthly invoice for services rendered in accordance with Section 3 of the Agreement.

For services related to any campaign, initiative, or task, Contractor shall estimate in advance the number of hours needed to complete such campaign, initiative, or task. Any “unused” hours of work by the City shall carry over into the following month and shall continue to carry over until the expiration of this Contract.

II. Additional Services

In the event the City requests that Contractor provide additional services that are not stated in Schedule A, or are services needed to complete any task that exceeds the 40 hours allocated per month under the Monthly Retainer (inclusive of any carry-over hours from prior months, if applicable), then Contractor shall perform said services in accordance with the rates set forth below. Prior to performing any Additional Services as contemplated in this section, the City and Contractor shall agree in writing to the scope of work and estimated number of hours required for completion of a task. In no event, however, shall Additional Services in a given month exceed \$5,600.00 (one-half of a Monthly Retainer installment).

A. Public Relations Services

1. Drafting, including preparation of press releases, interaction with City representatives, and editing and finalizing deliverables: \$225 per hour.
2. Press release distribution: \$500.00 flat fee for use of software distribution platform.
3. Public Involvement: in-person attendance of Contractor personnel at public events: \$900.00 (per event/per person). Virtual attendance is \$500.00 (per event/per person).
4. Crisis Communications / Strategic Marketing: Response to emergency or other urgent matters (includes drafting of time sensitive press releases, copy editing, final publication of information to the public, press conferences, etc.): \$3,000 per matter.

B. Video Production and Photography Services (production of any new video content beyond what is contemplated in Schedule A, Section B(3), above).

1. One (1), 30-60 second video. Includes storyboard, setup, filming and editing. \$1,200 flat fee per 4-hour session.
 2. Video editing – editing existing content or any footage owned by City: \$325 per hour.
 3. Photography: photo shoot (includes setup, photo shoot and editing): \$115 per hour.
- C. Graphic Design and Motion Graphics Creation – any written request by City for creation of a graphic design: \$110 per hour.
- D. SEO Services (Search Engine Optimization): \$1,500 flat fee.
1. Includes 100 keywords per month and SEO audit.
- E. Hourly SEO Servicing for Targeted Effect distinguished from SEO Services, this service is for SEO requests that target a particular outreach or significant event or communication via the City webpage or social media page): \$110 per hour.
- F. Web Design / Web Development Services - any work on the City's website, creation of a new web page, or ancillary City web page: \$135 per hour.
- G. Translation Services (Spanish Language) – for any services not specified in Schedule A, \$95.00 per hour or \$0.17 per word.
- H. Social media advertising – \$3,000 per month, and includes:
1. Advertising all current events, media posts, and important content to specific targeted areas.
 2. Management, ad content creation, detailed reporting, and advertising strategy.
 3. Advertising paid directly to the intended platform.
- I. Ad Campaign Event Activation - advertising of a specific event: \$1,000 flat fee. Includes:
1. Ad content creation and detailed reporting.
 2. Advertising paid directly to the intended platform. Platforms for advertising includes the following:
 - a) Facebook & Instagram (META)
 - b) LinkedIn
 - c) YouTube / Google

RESOLUTION NO.: 25 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION APPOINTING JOHN C. DAVIS AND
LESLEY GARCIA TO FILL TWO VACANCIES ON
THE HUMAN RIGHTS COMMISSION**

WHEREAS, the City of Newburgh has created the City Human Rights Commission pursuant to Section 239-q of the General Municipal Law; and

WHEREAS, John C. Davis and Lesley Garcia have expressed interest in serving as members of the City of Newburgh Human Rights Commission and the City Council finds making such appointment is in the best interests of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, that John C. Davis and Lesley Garcia be and are hereby confirmed and appointed to serve as Members of the City of Newburgh Human Rights Commission for a three (3) year term effective immediately and expiring on February 13, 2026; and

RESOLUTION NO.: 26-2023

OF

FEBRUARY 13, 2023

**A RESOLUTION APPOINTING ALLISON G. BLACKMAN, DIANNE DIXON, AND
ANDREW SCHRIJVER TO THE BOARD OF ASSESSMENT REVIEW**

WHEREAS, it is necessary to appoint members to vacancies on the Board of Assessment Review; and

WHEREAS, there currently exists 3 vacancies of which 1 vacancy is for a full 5-year term expiring on September 30, 2027 and 2 vacancies are to fill the unexpired portions of terms expiring on September 30, 2024 and September 30, 2025;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the following individuals be and is hereby appointed to the Board of Assessment Review for the terms indicated:

1. Andrew Schrijver, to complete the term of a member who resigned who resigned, which term shall expire on September 30, 2024; and
2. Dianne Dixon, to complete the term of a member who resigned who resigned, which term shall expire on September 30, 2025; and

BE IT FURTHER RESOLVED, that the following individual be and is hereby appointed to the Board of Assessment Review for the term indicated:

1. Allison G. Blackman, to serve a new five-year term commencing retroactively on October 1, 2022, and expiring on September 30, 2027.

LOCAL LAW NO.: A - 2023

OF

FEBRUARY 13, 2023

A LOCAL LAW ADDING ARTICLE XIII,
ENTITLED “HOTEL ROOM OCCUPANCY TAX”
TO CHAPTER 270 ENTITLED “TAXATION” OF THE CITY CODE
OF THE CITY OF NEWBURGH

BE IT ENACTED, by the Council of the City of Newburgh, New York that

SECTION 1 - TITLE

This Local Law shall be referred to as “A Local Law adding Article XIII, entitled ‘Hotel Room Occupancy Tax’ to Chapter 270 entitled ‘Taxation’ of the Code of Ordinances of the City of Newburgh”.

SECTION 2 - AMENDMENT

The Code of Ordinances of the City of Newburgh is hereby amended to add new Article XIII entitled “Hotel Room Occupancy Tax” to Chapter 270 entitled “Taxation” of the Code of Ordinances of the City of Newburgh to read as follows:

Chapter 270 Taxation

Article XIII. Taxation of Hotel Room Occupancy

§ 270-78. Title

This Article shall be known as the “City of Newburgh Hotel Room Occupancy Tax Law.”

§ 270-79. Definitions.

For the purpose of this article, the following terms shall have the meanings indicated:

COMPTROLLER – The Comptroller of the City of Newburgh.

DIRECTOR OF FINANCE – The Director of Finance of the City of Newburgh.

EFFECTIVE DATE – The date on which the local law enacting this article is filed with the Secretary of State.

HOSTING COMPANY – An internet, application, technology, and/or similarly based service through which a third party desiring to offer lodging (a “host”) and a third party desiring to book lodging (a “guest”) for one or more nights have the opportunity to communicate, negotiate, and consummate a booking transaction for transient lodging accommodations pursuant to a direct agreement between a host and guest to which the hosting company is not a party but still facilitates and is entitled to receive payments for rent on behalf of or for the host. Merely publishing an advertisement for transient accommodations does not make the publisher a hosting company.

HOTEL or MOTEL – Any facility, or portion thereof, consisting of rentable units and providing lodging of guests on an overnight basis. For the purposes of this article, the term “hotel” shall mean and include any facility providing lodging on an overnight basis including those facilities designated and commonly known as “bed-and-breakfast” and “tourist” facilities, and shall include but not be limited to hotels, motels, tourist homes, motel courts, bed-and-breakfast establishments, short-term rentals, vacation rentals, clubs or similar facilities, whether or not meals are served to guests or residents thereof, and/or a location that is otherwise made available for transient lodging accommodation for rent directly by the owner or through an agent, operator or hosting companies.

OCCUPANCY – The use or possession, or the right to the use or possession, of any room in a hotel.

OCCUPANT – A natural person who, for a consideration, uses, possesses or has the right to use or possess any room in a hotel under any lease, concession, permit, right of access, license to use or other agreement or otherwise.

OPERATOR – Any person operating a hotel or motel in the City of Newburgh, including, but not limited to, an owner or proprietor of such premises, lessee, sublessee, mortgagee in possession, licensee or any other person otherwise operating such hotel or motel and entitled to be paid the rent. Such term shall also include a hosting company and a room remarketer and such hosting company or room remarketer shall be deemed to operate a hotel, motel or tourist home, or portion thereof, with respect to which such person has the rights of a hosting company or room remarketer.

PERMANENT RESIDENT – Any natural person occupying any room or rooms in a hotel for at least 90 consecutive days shall be considered a permanent resident with regard to the period of such occupancy.

PERSON – An individual, partnership, society, association, joint-stock company, corporation, estate, receiver, trustee, assignee, referee or any other person acting in a fiduciary or representative capacity, whether appointed by a court or otherwise, or any combination of the foregoing.

RENT – The per diem rental rate or charge received for occupancy of each room, valued in money, whether received in money or otherwise, for the occupancy of a room in a hotel for any period of time.

RETURN – Any return filed or required to be filed as herein provided.

ROOM – Any room or rooms of any kind in any part or portion of a hotel, which is available for or let out for any purpose other than a place of assembly.

ROOM REMARKETER – A person who reserves, arranges for, conveys, or furnishes occupancy, whether directly or indirectly, to an occupant for rent in an amount determined by the room remarketer, directly or indirectly, whether pursuant to a written or other agreement. Such person's ability or authority to reserve, arrange for, convey, or furnish occupancy directly or indirectly, and to determine rent therefore, shall be the “rights of a room remarketer”. A room remarketer is not a permanent resident with respect to a room for which such person has the rights of a room remarketer.

§ 270-80. Imposition of tax.

On or after April 1, 2023, there is hereby imposed and there shall be paid a tax of 5% upon the rent for every occupancy of a room or rooms in a hotel or motel in the City of Newburgh, except that the tax shall not be imposed upon a permanent resident, or as otherwise provided herein.

§ 270-81. Transitional provisions.

The tax imposed by this chapter shall be paid upon any occupancy on and after April 1, 2023, although such occupancy is pursuant to a prior contract, lease or other arrangement. However, for any occupancy taking place on or after April 1, 2023, where rent for such occupancy has been pre-paid through a third-party room remarketer or pre-paid in full to the hotel and where such rent is paid prior to the effective date, and for which the hotel has no other direct financial transaction with the occupant, that occupancy shall not be subject to the tax. Where rent is paid on a weekly, monthly or other term basis, the rent shall be subject to the tax imposed by this chapter to the extent that it covers any period on and after the April 1, 2023.

§ 270-82. Exemptions.

Except as otherwise provided in this section, any use or occupancy by any of the following shall not be subject to the tax imposed by this article.

- A. The State of New York, or any public corporation, including any public corporation created pursuant to agreement or compact with another state or the Dominion of Canada, improvement district, or other political subdivision of the state;
- B. The United States of America, insofar as it is immune from taxation;
- C. Any corporation or association, or trust, or community chest, fund or foundation organized and operated exclusively for religious, charitable, or educational purposes, or for the prevention of cruelty to children or animals, and no part of the net earnings of which inures to the benefit of any private shareholder or individual and no substantial part of the activities of which is carrying on propaganda or otherwise attempting to influence legislation; provided, however, that nothing in this subsection shall include an organization operated

for the primary purpose of carrying on a trade or business for profit, whether or not all of its profits are payable to one or more organizations described in this section;

D. A permanent resident of a hotel or motel.

§ 270-83. Territorial limits.

The tax imposed by this article shall apply only within the territorial limits of the City of Newburgh.

§ 270-84. Registration.

- A. Within 10 days after the effective date of this article, or in the case of operators commencing business after such effective date, within three days after such commencement or opening, every operator shall file with the Director of Finance a certificate of registration in a form prescribed by the Director of Finance.
- B. The Director of Finance shall, within five days after such registration, issue without charge to each operator a certificate of authority empowering such operator to collect the tax from the occupant and a duplicate thereof for each additional hotel of such operator. Each certificate or duplicate shall state the hotel to which it is applicable. Such certificate of authority shall be prominently displayed by the operator in such manner that it may be seen and come to the notice of all occupants and persons seeking occupancy. Such certificate shall be non-assignable and nontransferable and shall be surrendered immediately to the Director of Finance upon the cessation of business at the hotel named or upon its sale or transfer.

§ 270-85. Administration and collection.

- A. The tax imposed by this article shall be administered and collected by the Comptroller, such other City employee as the Director of Finance may designate, by such means and in such manner as other taxes which are now collected and administered or as otherwise provided by this article.
- B. The tax to be collected shall be stated and charged separately from the rent and shown separately on any record thereof, at the time when the occupancy is arranged or contracted for and charged for, and upon every evidence of occupancy or any bill or state of charges made for said occupancy issued or delivered by the operator as trustee for and on account of the City, and the operator shall be liable for the collection thereof and for the tax. The operator and any officer of any corporate operator shall be personally liable for the tax collected or required to be collected under this article, and the operator shall have the same right in respect to collecting the tax from the occupant, or in respect to the nonpayment of the tax by the occupant, as if the tax were owing, including all rights of eviction, dispossession, repossession, and enforcement of any innkeeper's lien that he/she may have in the event of nonpayment of the rent by the occupant; provided, however, that the Comptroller or employees or agents duly designated by the Director of Finance shall be joined as a party in any action or proceeding brought by the operator to collect and enforce collection of the tax.

- C. Hosting companies and/or room remarketers shall collect and remit the applicable tax to the City, as the collector, for booking transactions completed through the respective hosting company or room remarketer for hotels located within the City; and the host or operator of the hotel who is not the collector hosting company or room remarketer shall not be responsible for collecting and remitting the tax to the City on any transaction for which it has received confirmation that the hosting company or room remarketer has collected the aforementioned tax and remitted it back to the City; otherwise, operators or hosts of hotels and motels shall be liable for the collection and remittance of the tax. For the sole purposes of tax registration, collection, and remittance under this article, a hosting company or room remarketer shall assume and be limited to the duties of hotel/motel operator for only those booking transactions completed through the respective hosting company or room remarketer.
1. If the hosting company or room remarketer fails to separately state the tax on the rent on a sales slip, invoice, receipt or other statement of the transaction between the hosting company or room remarketer and the occupant or fails to maintain records of all prices of all components of a transaction covered by this Article, the entire consideration shall be treated as rent subject to tax under the Article. Nothing herein shall be construed to subject to tax or exempt from tax any service or property or amusement charge or other items otherwise subject to tax or exempt from tax under any other New York State law. A hosting company's or room remarketer's records of the consideration payable for all components of a transaction covered by this Article are records required to be maintained for purposes of §270-86 of this Article.
 2. In regard to the collection of tax on occupancies by hosting companies and room remarketers, the requirements of this Article shall be deemed satisfied if the hosting company or room remarketer provides the customer and/or occupant a sales slip, invoice, receipt or other statement of the price prior to the customer and/or occupant's completion of occupancy, on which the amount of tax due under this Article is stated. The hosting company or room remarketer must keep a copy of the sales, slip, invoice, receipt or statement as require by §270-86 of this Article, or must keep electronic records that accurately reflect the information on the sales slip, invoice, receipt or statement provided to the customer and/or occupant.
- D. The Comptroller may, whenever he/she deems it necessary for the proper enforcement of this article, provide by regulation that the occupant shall file returns and pay directly to the Comptroller the tax imposed at such times as returns are required to be filed and payment made over by the operator.
- E. Except at to and where the occupant has paid rent in full prior to the effective date, the tax imposed by this article shall be paid upon any occupancy on and after April 1, 2023, although such occupancy is had pursuant to a contract, lease or other arrangement made prior to such date. Where rent is paid or charged or billed or falls due on either a weekly, monthly or other term basis, the rent so paid, charged, billed or falling due shall be subject to the tax herein imposed to the extent that it covers any portion of the period on and after the effective date of this article. Where any tax has been paid hereunder upon any rent which has been ascertained to be worthless, the Comptroller may, by regulation, provide for credit and/or

refund of the amount of such tax upon the application therefor as provided in § 270-91 of this article.

- F. For the purpose of the proper administration of this article and to prevent evasion of the tax hereby imposed, it shall be presumed that all rents are subject to tax until the contrary is established, and the burden of proving that rent for occupancy is not taxable hereunder shall be upon the operator or occupant. Where an occupant claims exemption from the tax under the provisions of Section 270-82 of this article, the rent shall be deemed taxable hereunder unless:
1. The operator shall receive from the occupant claiming such exemption a copy of a New York State sales tax exemption certificate; or
 2. The operator shall receive from the occupant claiming such exemption a certificate duly executed by an exempt corporation or association certifying that the occupant is its agent, representative, or employee, together with a certificate executed by the occupant that the occupancy is paid or to be paid by such exempt corporation or association and is necessary or required in the course of or in connection with the occupant's duties as a representative of such corporation or association.

§ 270-86. Records.

Every operator shall keep records of every occupancy and of all rent paid, charged or due thereon and of the tax payable thereon, in such form as the Comptroller may by regulation require. Such records shall be available for inspection and examination at any time upon demand by the Comptroller or the Comptroller's duly authorized agent or employee, and shall be preserved for a period of three years, except that the Comptroller may consent to their destruction within that period or may require that they be kept together.

§ 270-87. Returns.

- A. Every operator shall file with the Comptroller a return of occupancy and of rents and of the taxes payable thereon for the three-month periods ending the last day of March, June, September and December on and after the effective date of this article. Such returns shall be filed within 20 days from the expiration of the period covered thereby. The Comptroller may permit or require returns to be made for other periods upon such dates as it may specify. If the Comptroller deems it necessary in order to ensure the payment of the tax imposed by this article, it may require returns to be made for shorter periods than those prescribed pursuant to the foregoing provisions of this section and upon such dates as it may specify.
- B. The forms of return shall be prescribed by the Comptroller and shall contain such information as it may deem necessary for the proper administration of this article. The Comptroller may require amended returns to be filed within 20 days after notice and to contain the information specified in the notice.
- C. If a return required by this article is not filed, or if a return is incorrectly filed or is insufficient on its face, the Comptroller shall take such steps as he/she deems necessary to enforce the filing of such return or of a corrected return.

§ 270-88. Payment of tax.

At the time of filing a return of occupancy and of rents, each operator shall pay to the Comptroller the taxes imposed by this article upon the rents required to be included in such return, as well as all other moneys collected by the operator acting or purporting to act under the provisions of this article; even though it be judicially determined that the tax collected is invalidly required to be filed, it shall be due from the operator and payable to the Comptroller on the date prescribed herein for the filing of the return which is filed correctly shows the amount of rents and taxes due thereon. Where the Comptroller in his/her discretion deems it necessary to protect revenues to be obtained under this article, he/she may require any operator required to collect the tax imposed by this article to file with him/her a bond, issued by a surety company authorized to transact business in this state and approved by the Superintendent of Insurance of this state as to solvency and responsibility, in such amount as the Comptroller may find to secure the payment of any tax and/or penalties and interest due or which may become due from such operator. In the event that the Comptroller determines that an operator is to file such bonds, he/she shall give notice to such operator to that effect, specifying the amount of the bond required. The operator shall file such bond within five days after the giving of such notice unless, within such five days, the operator shall request, in writing, a hearing before the Comptroller at which the necessity, propriety and amount of the bond shall be determined by the Comptroller. Such determination shall be final and shall be complied with within 15 days after the giving of notices thereof. In lieu of such bond, securities approved by the Comptroller, or cash in such amount as he/she may prescribe, may be deposited with him/her, which shall be kept in the custody of the Comptroller, who may at any time, without notice of the depositor, apply them to any tax and/or interest or penalties due, and for that purpose the securities may be sold by him/her at public or private sale without notice to the depositor thereof.

§ 270-89. Determination of tax.

Any final determination of the amount of any tax payable hereunder shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under Article 78 of the Civil Practice Law and Rules if application therefor is made to the Supreme Court within 30 days after the giving of the notice of such final determination; provided, however, that any such proceeding under Article 78 of the Civil Practice Law and Rules shall not be instituted unless:

- A. The amount of any tax sought to be reviewed, with such interest and penalties thereon as may be provided for by local law, shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the Superintendent of Insurance of this state as to solvency and responsibility, in such amount as a Justice of the Supreme Court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or
- B. At the option of the petitioner, such undertaking may be in a sum sufficient to cover the taxes, interests and penalties stated in such determination, plus the costs and charges which may accrue against it in the prosecution of the proceeding, in which event the petitioner shall not be required to pay such taxes, interest or penalties as a condition precedent to the application.

§ 270-90. Disposition of revenues.

All revenue resulting from the imposition of the tax under this article shall be paid into the treasury of the City and shall be credited to and deposited in the general fund of the City. Such revenues may be used for any lawful purpose.

§ 270-91. Refunds.

- A. In the manner provided in this section, the Comptroller shall refund or credit, without interest, any tax penalty or interest erroneously, illegally or unconstitutionally collected or paid if application to the Comptroller for such refund shall be made within one year from the payment thereof. Whenever a refund is made by the Comptroller, he/she shall state the reason therefor in writing. Such application may be made by the occupant, operator or other person who has actually paid the tax. Such application may also be made by an operator who has collected and paid over such tax to the Comptroller, provided that the application is made within one year of the payment to the operator, but no actual refund of moneys shall be made to such operator until it shall first establish to the satisfaction of the Comptroller, under such regulations as the Comptroller may prescribe, that it has repaid to the occupant, or other person who has actually paid the tax, the amount for which the application for refund is made. The Comptroller may, in lieu of any refund required to be made, allow credit therefor on payments due or to become due from the applicant.
- B. Where any tax imposed hereunder shall have been erroneously, illegally or unconstitutionally collected and application for the refund thereof duly made to the Comptroller, and such Comptroller shall have made a determination denying such refund, such determination shall be reviewable by a proceeding under Article 78 of the Civil Practice Law and Rules; provided, however, that such proceeding is instituted within 30 days after the giving of the notice of such denial that a final determination of tax due was not previously made and that an undertaking is filed with the Comptroller in such amount and with such sureties as a Justice of the Supreme Court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding.
- C. A person shall not be entitled to a revision, refund or credit of a tax, interest or penalty which had been determined to be due pursuant to the provisions of §270-94 of this article where it has had a hearing or an opportunity for a hearing, as provided in said section, or has failed to avail itself of the remedies therein provided. No refund or credit shall be made of a tax, interest or penalty paid after a determination by the Comptroller made pursuant to § 270-94 of this article unless it be found that such determination was erroneous, illegal or unconstitutional or otherwise improper by the Comptroller after a hearing or on his/her own motion or in a proceeding under Article 78 of the Civil Practice Law and Rules, pursuant to the provisions of said section, in which event refund or credit without interest shall be made of the tax, interest or penalty found to have been overpaid.

§ 270-92. Reserves.

In cases where the occupant or operator has applied for a refund and has instituted a proceeding under Article 78 of the Civil Practice Law and Rules to review a determination adverse to him/her on his/her application for a refund, the Director of Finance shall have the option of crediting future tax payment to meet the cost of any settlement or judgments or, at his/her option, may, in the first instance, set up appropriate reserves to meet any decision adverse to the City.

§ 270-93. Remedies exclusive.

The remedies provided by §§ 270-89 and 270-91 of this article shall be the exclusive remedies available to any person for the review of tax liability imposed by this article, and no determination or proposed determination of tax or determination on any application for refund shall be enjoined or reviewed by an action for declaratory judgment, an action for money had and received or by any action or proceeding other than a proceeding in a nature of a certiorari proceeding under Article 78 of the Civil Practice Law and Rules; provided, however, that a taxpayer may proceed by declaratory judgment if he/she institutes suit within 30 days after a deficiency assessment is made and pays the amount of the deficiency assessment to the Comptroller prior to the institution of such suit and posts a bond for costs as provided in §270-88 of this article.

§ 270-94. Penalties for offenses; interest.

- A. Any person failing to file a return or to pay or pay over any tax to the Comptroller within in the time required by this article shall be subject to a penalty of 5% of the amount of the tax due, plus interest at the rate of 1% of such tax, for each month of delay, except the first month after such return was required to be filed or such tax became due. Such penalties and interest shall be paid and disposed of in the same manner as other revenues from this article. Unpaid penalties and interest may be enforced in the same manner as the tax imposed by this article.
- B. Any operator or occupant and any officer of an operator or occupant failing to file a return required by this article, or filing or causing to be filed or making or causing to be made or giving or causing to be given any return, certificate, affidavit, representation, information, testimony or statement required or authorized by this article which is willfully false, and any operator and any officer of a corporate operator willfully failing to file a bond required to be filed pursuant to § 270-88 of this article, or failing to file a registration certificate and such data in connection therewith as the Comptroller may by regulation or otherwise require, or failing to display or surrender the certificate of authority as required by this article or assigning or transferring such certificate of authority; and any operator or any officer of a corporate operator willfully failing to charge separately from the rent the tax herein imposed or willfully failing to state such tax separately on any evidence of occupancy and on any bill or statement or receipt of rent issued or employed by the operator or willfully failing or refusing to collect such tax from the occupant; any operator or any officer of a corporate operator who shall refer or cause reference to be made to this tax in a form or manner other than that required by this article, and any such person or operator failing to keep records

required by this article, shall, in addition to the penalties herein or elsewhere prescribed, be guilty of a misdemeanor, punishable by a fine of up to \$1,000.00, imprisonment for not more than one year, or both such fine and imprisonment. Officers of a corporate operator shall be personally liable for the tax collected or required to be collected by such corporation under this article and penalties and interest thereon and subject to the fines and imprisonment herein authorized.

- C. The certificate of the Comptroller to the effect that a tax has not been paid, that a return, bond or registration certificate has not been filed or that information has not been supplied pursuant to the provisions of this article shall be presumptive evidence thereof.

§ 270-95. Returns to be secret.

It shall be unlawful, except in accordance with proper judicial order or as otherwise provided to the fullest extent permitted by law, for the Comptroller or Comptroller's designee to divulge or make known in any manner the rents or other information relating to the business of a taxpayer contained in any return required under this article. The officers charged with the custody of such returns shall not be required to produce any of them or evidence of anything contained in them in any action or proceeding in any court, except on behalf of the Comptroller in an action or proceeding under the provisions of this article or on behalf of any party to any action or proceeding under the provisions of this article when the returns or facts shown thereby are directly involved in such action or proceeding, in either of which events the court may require the production of, and may admit in evidence, so much of said returns or of the facts shown thereby as are pertinent to the action or proceeding and no more. Nothing herein shall be construed to prohibit the delivery to a taxpayer or the taxpayer's duly authorized representative of a certified copy of any return filed in connection with his/her tax nor to prohibit the publication of statistics so classified to prevent the identification of particular returns and items thereof or the inspection by the Corporation Counsel or other legal representatives of the City or by the District Attorney of any county of the return of any taxpayer who shall bring action to set aside or review the tax based thereon, or against whom an action or proceeding has been instituted for the collection of a tax or penalty. Returns shall be preserved for three years and thereafter, until the Comptroller permits them to be destroyed.

§ 270-96. Notices; limitations of time.

- A. Any notice authorized or required under the provisions of this article may be given to the person to whom it is intended in a postpaid envelope addressed to such person at the address given in the last return filed by him/her pursuant to the provisions of this article or in any application made by him/her or, if no return has been filed or application made, then to such address as may be obtainable. The mailing of such notice shall be presumptive evidence of the receipt of the same by the person to whom addressed. Any period of time which is determined according to the provisions of this article by the giving of notice shall commence five days after the date of mailing of such notice.
- B. The provisions of the Civil Practice Law and Rules, or any other law relative to limitations of time for the enforcement of a civil remedy, shall not apply to any proceeding or action taken by the City to levy, appraise, assess, determine or enforce the collection of any tax or penalty provided by this article. However, except in the case of a willfully false, fraudulent

return with intent to evade the tax, no assessment of additional tax shall be made after the expiration of more than three years from the date of filing of a return; provided, however, that where no return has been filed as provided by law, the tax may be assessed at any time.

- C. Where, before expiration of the period prescribed herein for the assessment of an additional tax, a taxpayer has consented, in writing, that such period be extended, the amount of such additional tax due may be determined at any time within such extended period. The period so extended may be further extended by subsequent consents, in writing, made before the expiration of the extended period.

§ 270-97. Proceedings to recover tax.

Whenever any operator, any officer of a corporate operator, any occupant, or other person fails to collect and pay over any tax and/or penalty or interest as imposed by this article, the Corporation Counsel shall, at the request of the City Council, bring or cause to be brought an action to enforce the payment of the same on behalf of the City in any court of the State of New York or of any other state or of the United States. If, however, the Comptroller believes that any such operator, officer, occupant, or other person is about to cease business, leave the state, or remove or dissipate the assets out of which the tax or penalties might be satisfied, and that any such tax or penalty will not be paid when due, such tax or penalty may be declared to be immediately due and payable, and the Comptroller may issue a warrant immediately.

§ 270-98. General powers of the Director of Finance.

In addition to the powers granted in this article, the Director of Finance is hereby authorized and empowered to:

- A. Extend, for cause shown, the time of filing any return for a period not exceeding 30 days; and, for cause shown, to remit penalties, but not interest; and to compromise disputed claims in connection with the taxes hereby imposed;
- B. Request information from the Tax Commission of the State of New York or the Treasury Department of the United States relative to any person; and afford information to such Tax Commission or Treasury Department relative to any person, notwithstanding any other provision of this article;
- C. Delegate functions hereunder to the Comptroller;
- D. Prescribe methods for confirming the rents for occupancy and confirm the accuracy of information on the taxable and non-taxable rents;
- E. Require any operator within the City, if it is determined that adequate records are not being maintained, to keep detailed records of the nature and type of hotel maintained; nature and type of service rendered; number of rooms available and occupied; daily leases, occupancy contracts or arrangements; rents received, charged, and accrued; the names and addresses of the occupants; whether or not any occupancy is claimed to be subject to the tax imposed by this article; and to furnish such information at the request of the Director of Finance;
- F. Impose as a penalty upon any operator within the City any necessary cost of auditing services generated by discrepancies discovered, upon audit, in the records of the operator; and

- G. Make, adopt, and amend such other rules and regulations appropriate to the carrying out of this article and the purposes thereof as may be approved by the City Council of the City of Newburgh.

§ 270-99. Administration of oaths; compelling testimony.

- A. The Director of Finance, or employees or agent(s) duly designated and authorized, shall have the power to administer oaths and take affidavits in relation to any matter or proceeding in the exercise of their powers and duties under this article. The Director of Finance shall have power to subpoena and require the attendance of witnesses and the production of books, papers, and documents to secure information pertinent to the performance of the duties hereunder in the enforcement of this article and to examine them in relation thereto. The Director of Finance shall also have the power to issue commissions for the examination of witnesses who are out of the state, unable to attend, or who are excused from attendance.
- B. A Supreme Court Justice, either in court or in chambers, shall have the power to summarily enforce by proper proceedings the attendance and testimony of witnesses and the production and examination of books, papers, and documents called for by the subpoena of the Director of Finance under this article.
- C. Any subpoenaed person who refuses to testify or produce books or records, or who testifies falsely in any material matter pending before the Director of Finance under this article, shall be guilty of a misdemeanor, punishment for which shall be a fine of not more than \$1,000.00 or imprisonment for not more than one year, or both such fine and imprisonment.
- D. The officers who serve the summons or subpoena of the Director of Finance and witnesses attending in response thereto shall be entitled to the same fees as are allowed to officers and witnesses in civil cases in courts of record, except herein provided otherwise. Such officers shall be the City of Newburgh Police, or any officers or employees of the City designated to serve such process.

§ 270-100. Accounting and reporting of tax.

From time to time, but no less than quarterly each year, the Comptroller shall provide a report to the City Council, for its audit and review, of all actions taken pursuant to this article. The report shall contain a list of all certificates of registration filed or issued to any operator in the City of Newburgh and for each operator shall state the returns filed by all operators; the returns that have not been timely filed by any operator; the amount of tax determined to be payable by any operator; the tax paid and collected from any operator; any tax that may be due and owing or past due from any operator, and any enforcement action taken to collect any tax due under this article.

SECTION 3 - SEVERABILITY

The provisions of this Local Law are separable and if any provision, clause, sentence, section, subsection, word or part thereof is held to be illegal, invalid, or unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity, or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this Local Law or their application to other persons or circumstances. It is hereby declared to be

the legislative intent that this Local Law would have been adopted is such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the Local Law or part here of is held inapplicable had been specifically exempt therefrom.

SECTION 4 - CODIFICATION

It is the intention of the City Council of the City of Newburgh and it is hereby enacted that the provisions of this Local Law shall be included in the Charter of the City of Newburgh; that the sections and subsections of this Local Law may be re-numbered and/or re-lettered by the codifier to accomplish such intention; that the term “Local Law” shall be changed to “Charter”, “Article”, or other appropriate word as required for codification; and that any such rearranging of the numbering and/or lettering and editing shall not affect the validity of this Local Law or the provisions of the City Charter affected thereby.

SECTION 5 - VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

SECTION 6 - EFFECTIVE DATE

This Local Law and shall be effective on April 1, 2023 after the filing in the Office of the New York State Secretary of State in accordance with the provisions of New York State Municipal Home Rule Law.

RESOLUTION NO.: 27 - 2023

OF

FEBRUARY 13, 2023

**A RESOLUTION SCHEDULING A PUBLIC HEARING FOR FEBRUARY 27, 2023
TO HEAR PUBLIC COMMENT CONCERNING A LOCAL LAW AMENDING
ARTICLE V “EXEMPTION FOR FIRST-TIME HOMEBUYERS OF NEWLY
CONSTRUCTED HOMES” OF CHAPTER 270 “TAXATION”
OF THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH**

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York, that there is hereby scheduled a public hearing to receive comments concerning “A Local Law amending Article V, entitled ‘Exemption for First-Time Homebuyers of Newly Constructed Homes’ of Chapter 270 entitled ‘Taxation’ of the Code of Ordinances of the City of Newburgh”; and that such public hearing be and hereby is duly set for the next regular meeting of the Council to be held at 7:00 p.m. on the 27th day of February, 2023 in the Council Chambers, Third Floor, City Hall, 83 Broadway, Newburgh, New York.

LOCAL LAW NO.: _____ - 2023

OF

_____, 2023

**A LOCAL LAW AMENDING ARTICLE V “EXEMPTION FOR FIRST-TIME
HOMEBUYERS OF NEWLY CONSTRUCTED HOMES” OF CHAPTER 270 “TAXATION”
OF THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH**

BE IT ENACTED by the City Council of the City of Newburgh as follows:

SECTION 1 - TITLE

This Local Law shall be referred to as “A Local Law amending Article V ‘Exemption for First-Time Homebuyers of Newly Constructed Homes’ of Chapter 270 ‘Taxation’, of the Code of Ordinances of the City of Newburgh”.

SECTION 2 - PURPOSE AND INTENT

The purpose of this local law is to amend the Code of the City of Newburgh to afford first-time homebuyers of newly constructed homes a partial exemption from real property taxes levied by the City as permitted under New York State Real Property Tax Law Section 457 as same has been amended by the New York State Legislature and to lengthen the exemption term as allowed by law.

SECTION 3 - AMENDMENT

Article V entitled “Exemption for First-Time Homebuyers of Newly Constructed Homes” of Chapter 270 entitled “Taxation” of the Code of Ordinances of the City of Newburgh is hereby amended to read as follows:

§ 270-26. Purpose.

The purpose of this article is to provide partial exemption from taxation and special ad valorem levies for owner-occupied, primary residential property that is newly constructed or reconstructed under certain conditions set forth below.

~~Strikethrough~~ denotes deletions

Underlining denotes additions

§ 270-27. Definitions.

As used in this article, the following terms, phrases, words and their derivations shall have the following meanings:

FIRST-TIME HOMEBUYER ~ An individual or individuals who have not owned, and are not married to a person who has owned, a primary residential property during the three-year period prior to their purchase of the primary residential property for which this exemption is sought, and do not own a vacation or investment home.

INCOME ~ The adjusted gross income for federal income tax purposes as reported on the applicant's latest available federal or state income tax return, subject to any subsequent amendments or revisions, reduced by distributions, to the extent included in federal adjusted gross income, received from an individual retirement account or an individual retirement annuity; provided that if no such return was filed within the one-year period preceding taxable status date, "income" means the adjusted gross income that would have been so reported if such a return had been filed.

LATEST AVAILABLE RETURN ~ The federal or state income tax return for the tax year immediately preceding the date of making application for the exemption; provided however, that if the tax return for such year has not been filed, then the income tax return for the tax year two years preceding the date of making application will be considered the latest available return.

NEWLY CONSTRUCTED ~ An improvement to real property which was constructed as a one- or two-family house, townhouse or condominium, which has never been occupied and was constructed after November 28, 2001, but on or before December 31, 2028 ~~2022~~. "Newly constructed" shall also mean that portion of a one- or two-family house, townhouse or condominium that is altered, improved or reconstructed.

PRIMARY RESIDENTIAL PROPERTY ~ Any one- or two-family house, townhouse, or condominium located in this state which is owner-occupied by such homeowner.

§ 270-28. Ownership eligibility requirements.

The following ownership eligibility requirements must be met in order to qualify for the first-time homebuyer exemption:

A. The property must be owned by a first-time homebuyer or homebuyers and used as their primary residence. If title to the property is transferred to someone other than the heirs or distributees of the homebuyer(s) during the term of the exemption, the exemption will be discontinued.

~~Strikethrough~~ denotes deletions

Underlining denotes additions

B. The combined income of all the owners, and of any of the owners' spouses residing on the property, for the income tax year immediately preceding the date of application for exemption may not exceed the income limits defined by the state of New York mortgage agency low interest rate mortgage program in the non-target, one and two person household category for the county where such property is located and in effect on the contract date for the purchase and sale of such property.

§ 270-29. Property use requirements.

The following property use requirements must be met in order to qualify for the first-time homebuyer exemption:

A. The property must be a newly constructed or reconstructed one- or two-family house, townhouse or condominium that is owner-occupied.

B. Other than for reconstruction projects, the home must never have been occupied previously.

C. No portion of an otherwise eligible single-family home may be leased for any purpose, or used primarily for nonresidential purposes, during the time the exemption applies. In either case, the exemption shall be discontinued.

§ 270-30. Sales price and exemption limits.

The maximum sales price of an eligible newly constructed residence must not exceed the purchase price limits defined by the state of New York mortgage agency low interest rate mortgage program in the non-target, one family new category for the county where such property is located and in effect on the contract date for the purchase and sale of such property to qualify for exemption. Newly constructed residences purchased by first-time homebuyers at a sales price greater than the maximum eligible sales price shall qualify for exemption for that portion of the sales price equal to the maximum eligible sales price; provided, however, that any newly constructed residence purchased at a sales price greater than fifteen percent above the maximum eligible sales price shall not be allowed any exemption.

§ 270-31. Reconstruction exemption.

The exemption for reconstructed, altered or improved residential property is limited solely to the increase in assessed value attributable to such reconstruction, alteration or improvement, provided that the total market value of the property after the project completion does not exceed fifteen percent above the maximum eligible sales price. To be eligible for this exemption on existing homes, the first-time homebuyer must have provided for such reconstruction, alteration or improvement as part of the sale contract of the home or entered into a written contract for such work within 90 days of the purchase of the property. The value of such reconstruction, alteration

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Underlining denotes additions

or improvement must be greater than \$3,000.00 and cannot include the value of ordinary maintenance and repairs.

§ 270-32. Required construction start date and other time requirements.

Property must be constructed or reconstructed by a first-time homebuyer on or before December 31, ~~2028~~ 2022, unless such purchase is made pursuant to a binding written contract entered into on or before such date, and after November 28, 2001. First-time homebuyers who first received this exemption prior to December 31, ~~2028~~ 2022, will continue to receive the exemption according to the established schedule below. First-time homebuyers of existing homes seeking the exemption on the basis of reconstruction, alteration or improvement of the property must either have provided for such work in their purchase contract or enter into a written contract for such work within 90 days after the purchase of the home.

§ 270-33. Calculation of exemption.

A. City of Newburgh taxes and special ad valorem levies. The following is the exemption schedule:

Years of Exemption	Percentage of Assessed Valuation Exempt From Taxation
1	50%
2	40%
3	30%
4	20%
5	10%
6 or more	0%

B. City of Newburgh special assessments. No exemption allowed.

§ 270-34. Applications for exemption.

Such exemption shall be granted only upon application by the owner on a form prescribed by the State Board of the Office of Real Property Services to the City of Newburgh Assessor, submitted on or before the appropriate taxable status date and approval of such application by the Assessor.

SECTION 4 - SEVERABILITY

The provisions of this Local Law are separable and if any provision, clause, sentence, section, subsection, word or part thereof is held to be illegal, invalid, or unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity, or unconstitutionality, or inapplicability

~~Strikethrough~~ denotes deletions

Underlining denotes additions

shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this Local Law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this Local Law would have been adopted is such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the Local Law or part here of is held inapplicable had been specifically exempt therefrom.

SECTION 5 - CODIFICATION

It is the intention of the City Council of the City of Newburgh and it is hereby enacted that the provisions of this Local Law shall be included in the Charter of the City of Newburgh; that the sections and subsections of this Local Law may be re-numbered and/or re-lettered by the codifier to accomplish such intention; that the term "Local Law" shall be changed to "Charter", "Article", or other appropriate word as required for codification; and that any such rearranging of the numbering and/or lettering and editing shall not affect the validity of this Local Law or the provisions of the City Charter affected thereby.

SECTION 6 - VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

SECTION 7 - EFFECTIVE DATE

This Local Law and shall be effective after the filing in the Office of the New York State Secretary of State in accordance with the provisions of New York State Municipal Home Rule Law.

RESOLUTION NO.: 28 - 2023

OF

FEBRUARY 13, 2023

**RESOLUTION SCHEDULING A PUBLIC HEARING FOR FEBRUARY 27, 2023
TO HEAR PUBLIC COMMENT CONCERNING A LOCAL LAW AMENDING
ARTICLE XII, ENTITLED “DEPARTMENT OF FIRE”
OF THE CITY CHARTER OF THE CITY OF NEWBURGH**

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York, that there is hereby scheduled a public hearing to receive comments concerning “A Local Law amending Article XII, entitled ‘Department of Fire’ of the City Charter of the City of Newburgh”; and that such public hearing be and hereby is duly set for the next regular meeting of the Council to be held at 7:00 p.m. on the 27th day of February, 2023 in the Council Chambers, 83 Broadway, City Hall, 3rd Floor, Newburgh, New York.

LOCAL LAW NO.: _____ - 2023

OF

_____, 2023

A LOCAL LAW AMENDING ARTICLE XII ENTITLED “DEPARTMENT OF FIRE”
OF THE CITY CHARTER OF THE CITY OF NEWBURGH

BE IT ENACTED by the City Council of the City of Newburgh as follows:

SECTION 1 - TITLE

This Local Law shall be referred to as “A Local Law Amending Article XII entitled ‘Department of Fire’ of the City Charter of the City of Newburgh”.

SECTION 2 - AMENDMENT

Article XII of the City Charter is hereby amended as follows:

Article XII. Department of Fire

§ C12.00. Department established; ~~head;~~ bureaus.

There shall be a Department of Fire, which shall consist of a Fire Commissioner, Fire Chief, and such other ranks and members within the Department as the City Manager may hereafter create with the approval of the Council and consistent with the New York State Civil Service Law, ~~headed by the Fire Chief~~ and including the Bureau of Fire, the Bureau of Fire Prevention and the Bureau of Code Compliance.

§ C12.01. Fire Commissioner ~~Chief.~~

The Fire Commissioner shall be appointed by the City Manager and Chief as the head of the Department of Fire shall have supervision and control of the Bureau of Fire, the Bureau of Fire Prevention and the Bureau of Code Compliance, the officers, members and employees applicable laws, ordinances, regulations, policies and procedures, and. ~~He shall also have~~ such other functions and duties as may be assigned by the City Manager.

§ C12.02. Fire Chief.

The Fire Chief shall be appointed by the City Manager and shall have administrative responsibility for fire fighting and fire prevention activities including code enforcement as directed by the City

Manager and the Fire Commissioner consistent with applicable laws, ordinances, regulations, policies and procedures.

§ C12.0302. Bureau of Code Compliance.

There shall be a Bureau of Code Compliance headed by the Code Compliance Supervisor, who shall be under the direct supervision of the Fire Commissioner ~~Chief~~. The offices of the Building Inspector and the Plumbing Inspector shall be within the Bureau of Code Compliance.

§ C12.09. Compensation of Fire Department personnel.

- A. The Council shall, by ordinance, determine and regulate the compensation of all personnel of the Fire Department, except as otherwise provided by law.
- B. Any member of the Fire Department shall, while serving in an acting capacity in a grade or position above that regularly held by such a member, be entitled to receive the same minimum compensation as that provided for the position or grade in which he is so acting.

§ C12.10. Organization of Police and Fire Departments; rules of operation of Police, Fire and Health Departments.

The Police and Fire Departments shall, as to their membership and component parts, remain as now constituted until the same shall be changed by action of the Council. The Council has power at all times by ordinance to determine the number of officers and members of each of said Departments and the classes and grades into which they shall be divided and may pass ordinances not inconsistent with law for the government of Police, Fire and Health Departments and regulating the powers and duties of their officers and members. Members of the Fire Department shall be appointed by the City Manager consistent with New York State Civil Service Law ~~continue to be elected by the several companies composing the Fire Department of said City in the manner provided by the bylaws and rules of said companies and in existing ordinances of the City.~~

§ C12.13. Issuance of appearance tickets.

Members of the Fire Department are public servants and as such shall have the power to enforce all the laws, ordinances and regulations of the City and the state pertaining to fire prevention and fire safety, including those sections of the Vehicle and Traffic Law regulating parking in the vicinity of a fire station, parking in the vicinity of a fire hydrant, following or parking in the vicinity of emergency fire vehicles, crossing of a fire hose and parking in a designated fire lane. For this purpose, they are authorized to issue and serve legal process as defined by the laws of the state for violations of the aforesaid laws, ordinances and regulations, including the authority to issue and serve appearance tickets as defined by the Criminal Procedure Law. The City Manager shall designate those members of the Fire Department who shall exercise this function and shall have the authority to make regulations governing its exercise.

~~§ C12.13. Exemption of police and firemen from military and jury duty or arrest.~~

~~No member of the Police or Fire Department shall be liable to military or jury duty or to arrest on criminal or civil process while on duty.~~

§ C12.40. Powers and duties of Building Inspector.

The Building Inspector shall pass upon all plans and specifications for buildings or other structures to be erected within the City. He shall not approve any such plans or specifications unless they shall comply in all respects with the ordinances of the City relating thereto. He shall generally inspect all buildings and other structures erected in the City during the course of their construction. He shall have power summarily to stop the construction of any building or structure which is not being constructed in accordance with the ordinances of the City relating thereto and shall have the power summarily to cause the removal of any building or other structure or portion thereof which, because of a violation of the ordinances of the City relating thereto, he deems unsafe.

§ C12.50. Powers and duties of Plumbing Inspector.

The Plumbing Inspector, when required, shall assist the Building Inspector in the examination and approval of plans and specifications filed with him in relation to the plumbing provided for in such plans and specifications. He shall inspect all plumbing in new buildings before the same is used, and the same shall not be used until his permit therefor is given. He may require the installation of new plumbing in any building or structure within the City, the plumbing of which does not conform to the ordinances of the City relating thereto. He shall have all the powers in relation to plumbing in buildings and structures within the City herein granted to the Building Inspector in relation to buildings and structures therein.

SECTION 3 - SEVERABILITY

The provisions of this Local Law are separable and if any provision, clause, sentence, section, subsection, word or part thereof is held to be illegal, invalid, or unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity, or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this Local Law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this Local Law would have been adopted is such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the Local Law or part here of is held inapplicable had been specifically exempt therefrom.

SECTION 4 - CODIFICATION

It is the intention of the City Council of the City of Newburgh and it is hereby enacted that the provisions of this Local Law shall be included in the Charter of the City of Newburgh; that the sections and subsections of this Local Law may be re-numbered and/or re-lettered by the codifier to accomplish such intention; that the term "Local Law" shall be changed to "Charter", "Article", or other appropriate word as required for codification; and that any such rearranging of the numbering

and/or lettering and editing shall not affect the validity of this Local Law or the provisions of the City Charter affected thereby.

SECTION 5 - VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

SECTION 6 - EFFECTIVE DATE

This Local Law shall be effective on effective immediately after the filing in the Office of the New York State Secretary of State in accordance with the provisions of New York State Municipal Home Rule Law.

ARTICLE XII
Department of Fire

§ C12.00. Department established; head; bureaus. [Added 9-14-1987 by L.L. No. 4-1987]

There shall be a Department of Fire headed by the Fire Chief and including the Bureau of Fire, the Bureau of Fire Prevention and the Bureau of Code Compliance.

§ C12.01. Fire Chief. [Added 9-14-1987 by L.L. No. 4-1987]

The Fire Chief as the head of the Department of Fire shall have supervision and control of the Bureau of Fire, the Bureau of Fire Prevention and the Bureau of Code Compliance. He shall also have such other functions and duties as may be assigned by the City Manager.

§ C12.02. Bureau of Code Compliance. [Added 10-13-1981 by L.L. No. 7-1981]

There shall be a Bureau of Code Compliance headed by the Code Compliance Supervisor, who shall be under the direct supervision of the Fire Chief. The offices of the Building Inspector and the Plumbing Inspector shall be within the Bureau of Code Compliance.¹

§ C12.09. Compensation of Fire Department personnel. [Added 11-5-1963; amended 9-14-1987 by L.L. No. 4-1987]

- A. The Council shall, by ordinance, determine and regulate the compensation of all personnel of the Fire Department, except as otherwise provided by law.
- B. Any member of the Fire Department shall, while serving in an acting capacity in a grade or position above that regularly held by such a member, be entitled to receive the same minimum compensation as that provided for the position or grade in which he is so acting.

§ C12.10. Organization of Police and Fire Departments; rules for operation of Police, Fire and Health Departments.

The Police and Fire Departments shall, as to their membership and component parts, remain as now constituted until the same shall be changed by action of the Council. The Council has power at all times by ordinance to determine the number of officers and members of each of said Departments and the classes and grades into which they shall be divided and may pass ordinances not inconsistent with law for the government of Police, Fire and Health Departments and regulating the powers and duties of their officers and members. Members of the Fire Department shall continue to be elected by the several companies composing the Fire Department of said City in the manner provided by the

1. Editor's Note: Former Secs. 12.05 and 12.08, as amended, which immediately followed this section and dealt with the authority of the Police Commissioner and subordinate officers and minimum salaries in the Police Department, were repealed 2-24-1975 by L.L. No. 2-1975.

bylaws and rules of said companies and in existing ordinances of the City.²

§ C12.13. Issuance of appearance tickets. [Added 3-28-1988 by L.L. No. 3-1988]

Members of the Fire Department are public servants and as such shall have the power to enforce all the laws, ordinances and regulations of the City and the state pertaining to fire prevention and fire safety, including those sections of the Vehicle and Traffic Law regulating parking in the vicinity of a fire station, parking in the vicinity of a fire hydrant, following or parking in the vicinity of emergency fire vehicles, crossing of a fire hose and parking in a designated fire lane. For this purpose, they are authorized to issue and serve legal process as defined by the laws of the state for violations of the aforesaid laws, ordinances and regulations, including the authority to issue and serve appearance tickets as defined by the Criminal Procedure Law. The City Manager shall designate those members of the Fire Department who shall exercise this function and shall have the authority to make regulations governing its exercise.

§ C12.14. Exemption of police and firemen from military and jury duty or arrest.

No member of the Police or Fire Department shall be liable to military or jury duty or to arrest on criminal or civil process while on duty.³

§ C12.40. Powers and duties of Building Inspector. [Amended 9-14-1987 by L.L. No. 4-1987]

The Building Inspector shall pass upon all plans and specifications for buildings or other structures to be erected within the City. He shall not approve any such plans or specifications unless they shall comply in all respects with the ordinances of the City relating thereto. He shall generally inspect all buildings and other structures erected in the City during the course of their construction. He shall have power summarily to stop the construction of any building or structure which is not being constructed in accordance with the ordinances of the City relating thereto and shall have the power summarily to cause the removal of any building or other structure or portion thereof which, because of a violation of the ordinances of the City relating thereto, he deems unsafe.

§ C12.50. Powers and duties of Plumbing Inspector.

The Plumbing Inspector, when required, shall assist the Building Inspector in the examination and approval of plans and specifications filed with him in relation to the plumbing provided for in such plans and specifications. He shall inspect all plumbing in new buildings before the same is used, and the same shall not be used until his permit therefor is given. He may require the installation of new plumbing in any building or

2. Editor's Note: Former Sec. 12.12, which immediately followed this section, was renumbered as Sec. 11.17 by L.L. No. 3-1975, adopted 2-24-1975. Former Sec. 12.13, which dealt with the City Manager's authority to delegate his power of appointment and was derived from L.L. No. 3-1972, adopted 12-11-1972, was repealed 2-24-1975 by L.L. No. 2-1975.

3. Editor's Note: Former Secs. 12.16, 12.18 and 12.20, which immediately followed this section, were renumbered as Secs. 11.14, 11.15 and 11.16, respectively, by L.L. No. 3-1975, adopted 2-24-1975. Former Sec. 12.31, which dealt with the powers, functions and duties of the Health Officer, was repealed 9-14-1987 by L.L. No. 4-1987.

structure within the City, the plumbing of which does not conform to the ordinances of the City relating thereto. He shall have all the powers in relation to plumbing in buildings and structures within the City herein granted to the Building Inspector in relation to buildings and structures therein.⁴

4. Editor's Note: Former Sec. 12.60, which immediately followed this section and was added 9-22-1980 by L.L. No. 6-1980 and dealt with the power of the City Manager to authorize the issuance of appearance tickets, was renumbered as § C3-94B by L.L. No. 4-1987, adopted 9-14-1987. Former Sec. 12.80, which dealt with the duties, functions and powers of the Sealer of Weights and Measures, was deleted 3-25-1974 by L.L. No. 2-1974.

RESOLUTION NO.: 29 - 2023

OF

FEBRUARY 13, 2023

**RESOLUTION SCHEDULING A PUBLIC HEARING FOR FEBRUARY 27, 2023
TO HEAR PUBLIC COMMENT CONCERNING A LOCAL LAW AMENDING
CHAPTER 42, ENTITLED “FIRE DEPARTMENT”
OF THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH**

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York, that there is hereby scheduled a public hearing to receive comments concerning “A Local Law amending Chapter 42, entitled ‘Fire Department’ of the Code of Ordinances of the City of Newburgh”; and that such public hearing be and hereby is duly set for the next regular meeting of the Council to be held at 7:00 p.m. on the 27th day of February, 2023 in the Council Chambers, 83 Broadway, City Hall, 3rd Floor, Newburgh, New York.

LOCAL LAW NO.: _____ - 2023

OF

_____, 2023

**A LOCAL LAW AMENDING CHAPTER 42 ENTITLED “FIRE DEPARTMENT” OF
THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH**

BE IT ENACTED by the City Council of the City of Newburgh as follows:

SECTION 1 - TITLE

This Local Law shall be referred to as “A Local Law amending Chapter 42 entitled ‘Fire Department’ of the Code of Ordinances of the City of Newburgh”.

SECTION 2 - AMENDMENT

Article I of Chapter 42 of the Code of Ordinances of the City of Newburgh entitled “Composition and Organization” hereby is amended to read as follows:

Chapter 42. Fire Department

Article I. Composition and Organization

§ 42-1. Personnel.

~~The personnel of the Fire Department shall be composed and organized as provided in Article XII of the Charter of the City of Newburgh consist of a Chief of the Fire Department, two Deputy Chiefs and such Assistant Chiefs, Captains, Lieutenants and firemen as the City Manager shall deem advisable, appointed by the City Manager in accordance with the provisions of the Civil Service Law of the State, and such call men as the City Manager may from time to time appoint.~~

§ 42-2. Reserved Duties of Chief.

~~It shall be the duty of the Chief of the Fire Department, under the general administrative supervision of the City Manager, to:~~

- ~~A. Plan and direct all fire fighting and fire prevention activities.~~
- ~~B. Be responsible for the instruction and training of recruits.~~
- ~~C. Maintain high standards of performance throughout the Department.~~
- ~~D. Keep such records, make such examinations and reports and perform such related duties as may be required by the City Manager.~~

§ 42-3. Reserved Duties of Deputy Chiefs.

It shall be the duty of the Deputy Chiefs of the Fire Department to:

- A. ~~Assist the Chief at all times in the performance of his duties.~~
- B. ~~Exercise, during the absence or disability of the Chief, all the powers and duties of the Chief of the Fire Department as enumerated in § 42-2 of this article, in order of their seniority as Deputy Chief or as otherwise designated by the Chief.~~

§ 42-4. Reserved Duties of Assistant Chiefs.

It shall be the duty of each Assistant Chief of the Fire Department to direct the work of the Department on assigned shifts within the limits of departmental policy and instructions of the Chief.

§ 42-5. Reserved Duties of call men.

It shall be the duty of each call man of the Fire Department to:

- A. ~~Plan and direct all fire fighting and fire prevention activities.~~
- B. ~~Be responsible for the instruction and training of recruits.~~
- C. ~~Maintain high standards of performance throughout the Department.~~
- D. ~~Keep such records, make such examinations and reports and perform such related duties as may be required by the City Manager.~~

§ 42-6. Personnel; duties Assignment to duty; hours.

- A. All officers and firemen shall be assigned to duties at the discretion of the Fire Commissioner Chief of the Fire Department.
- B. The hours of duty of all officers and firemen shall be fixed by the Chief of the Fire Department, such hours of duty to be in conformance with all local and state laws and ordinances, rules and regulations.

§ 42-7. Compensation.

All members of the ~~paid~~ Fire Department shall receive such compensation as shall be fixed by local law or by the City Council. The City Council shall not set any compensation lower than any local or state law or ordinance.

§ 42-8. Supervision and control; charges against firemen.

- A. ~~Generally. Subject to the authority granted the City Manager by law, all~~ firefighters, paid firemen shall at all times, be under the direct supervision and control of the Fire Commissioner, Fire Chief, and officers of the Department ~~and the paid officers of the unit to which they are attached.~~
- B. ~~Charges against firemen. The Captain of each unit, after first presenting the same to the Chief, shall prefer charges to the City Manager against any firemen assigned to his unit who may be guilty of insubordination, disobedience to orders or the violation of any rule, law or ordinance or regulation of the Department or who shall be intoxicated while on duty, and such Captain may, in his discretion, suspend such employee from duty until such charges are heard and a determination made thereon.~~

§ 42-9. Charges, sSuspension or dismissal.

Any member or employee of the Fire Department who shall fail to perform his duty or who shall be guilty of disorderly conduct while on duty or of insubordination or disobedience to orders or who shall violate any law or ordinance or any rule or regulation of the Department may be suspended for a definite period or dismissed from the Department by the City Manager consistent with applicable laws, rules, regulations, and procedures.

§ 42-10. Badges.

Each member of the Fire Department shall be issued a badge, which shall be worn as directed by the rules and regulations of the Department.

SECTION 3 - SEVERABILITY

The provisions of this Local Law are separable and if any provision, clause, sentence, section, subsection, word or part thereof is held to be illegal, invalid, or unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity, or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this Local Law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this Local Law would have been adopted is such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the Local Law or part here of is held inapplicable had been specifically exempt therefrom.

SECTION 4 - CODIFICATION

It is the intention of the City Council of the City of Newburgh and it is hereby enacted that the provisions of this Local Law shall be included in the Charter of the City of Newburgh; that the sections and subsections of this Local Law may be re-numbered and/or re-lettered by the codifier to accomplish such intention; that the term "Local Law" shall be changed to "Charter", "Article", or other appropriate word as required for codification; and that any such rearranging of the numbering and/or lettering and editing shall not affect the validity of this Local Law or the provisions of the City Charter affected thereby.

SECTION 5 - VALIDITY

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

SECTION 6 - EFFECTIVE DATE

This Local Law and shall be effective on effective immediately after the filing in the Office of the New York State Secretary of State in accordance with the provisions of New York State Municipal Home Rule Law.

ARTICLE I

Composition and Organization

[Adopted 11-13-1967 (Ch. 7, Art. II, of the Code of Ordinances of the City of Newburgh)]

§ 42-1. Personnel. [Amended 12-27-1977; 2-14-1984]

The personnel of the Fire Department shall consist of a Chief of the Fire Department, two Deputy Chiefs and such Assistant Chiefs, Captains, Lieutenants and firemen as the City Manager shall deem advisable, appointed by the City Manager in accordance with the provisions of the Civil Service Law of the State, and such call men as the City Manager may from time to time appoint.

§ 42-2. Duties of Chief.

It shall be the duty of the Chief of the Fire Department, under the general administrative supervision of the City Manager, to:

- A. Plan and direct all fire-fighting and fire-prevention activities.
- B. Be responsible for the instruction and training of recruits.
- C. Maintain high standards of performance throughout the Department.
- D. Keep such records, make such examinations and reports and perform such related duties as may be required by the City Manager.

§ 42-3. Duties of Deputy Chiefs.

It shall be the duty of the Deputy Chiefs of the Fire Department to:

- A. Assist the Chief at all times in the performance of his duties.
- B. Exercise, during the absence or disability of the Chief, all the powers and duties of the Chief of the Fire Department as enumerated in § 42-2 of this article, in order of their seniority as Deputy Chief or as otherwise designated by the Chief. **[Amended 2-14-1984; 6-13-1988 by L.L. No. 4-1988]**

§ 42-4. Duties of Assistant Chiefs.

It shall be the duty of each Assistant Chief of the Fire Department to direct the work of the Department on assigned shifts within the limits of departmental policy and instructions of the Chief.

§ 42-5. Duties of call men.

It shall be the duty of each call man of the Fire Department to:

- A. Answer all box alarms and regular drills.
- B. Assist in the extinguishment of all fires under the direction and command of the officers of the Department and the officers of the unit to which he is attached.

- C. Obey promptly and efficiently all orders and instructions of his superior officers while on duty.
- D. Comply with the rules and regulations governing call men.

§ 42-6. Assignment to duty; hours.

- A. All officers and firemen shall be assigned to duties at the discretion of the Chief of the Fire Department.
- B. The hours of duty of all officers and firemen shall be fixed by the Chief of the Fire Department, such hours of duty to be in conformance with all local and state laws and ordinances.

§ 42-7. Compensation.

All members of the paid Fire Department shall receive such compensation as shall be fixed by local law or by the City Council. The City Council shall not set any compensation lower than any local or state law or ordinance.

§ 42-8. Supervision and control; charges against firemen.

- A. Generally. Subject to the authority granted the City Manager by law, all paid firemen shall at all times be under the direct supervision and control of the officers of the Department and the paid officers of the unit to which they are attached.
- B. Charges against firemen. The Captain of each unit, after first presenting the same to the Chief, shall prefer charges to the City Manager against any firemen assigned to his unit who may be guilty of insubordination, disobedience to orders or the violation of any rule, law or ordinance or regulation of the Department or who shall be intoxicated while on duty, and such Captain may, in his discretion, suspend such employee from duty until such charges are heard and a determination made thereon.

§ 42-9. Suspension or dismissal.

Any member or employee of the Fire Department who shall fail to perform his duty or who shall be guilty of disorderly conduct while on duty or of insubordination or disobedience to orders or who shall violate any law or ordinance or any rule or regulation of the Department may be suspended for a definite period or dismissed from the Department by the City Manager.¹

§ 42-10. Badges.

Each member of the Fire Department shall be issued a badge, which shall be worn as directed by the rules and regulations of the Department.²

1. Editor's Note: Former Secs. 7.29(b), which dealt with the right of appeal, and 7.30, which dealt with removal of Fire Department apparatus from the City, which immediately followed this section, were repealed 6-13-1988 by L.L. No. 4-1988.

2. Editor's Note: Former Sec. 7-31(b), which immediately followed this section and dealt with returning of badges, was repealed 6-13-1988 by L.L. No. 4-1988.