

MONTHLY REPORT

CITY

CHAMBERLAIN

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY CHAMBERLAIN DURING APRIL, 2015

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	41,091.50
COUNTY PORTION	37,319.44
INTEREST AND PENALTIES	4,438.02
MAILING FEES AND ADVERTISING	0.00
DELINQUENT SCHOOL TAX COLLECTED	12,139.16
FEES ON SCHOOL TAXES	606.97
5% COLLECTOR'S FEE	606.97
WATER AND SEWER RENTS COLLECTED	318,861.65
WATER SERVICE CHARGES	5,967.06
TAX SALE CERTIFICATES	42,466.80
FEES ON TAX SALE CERTIFICATES	4,549.69
FILING FEES	348.76
ADVERTISING	68.00
CERTIFIED MAIL FEE	26.35
TAX SEARCHES	990.00
FINES AND PENALTIES (PARKING TICKETS)	2,210.00
SEPTAGE	690.00
COURT REPORT	6,163.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	49,734.25
POLICE REPORT	336.75

RECREATION DEPARTMENT

T BALL	220.00
FIELD/PARK/POOL RENTAL	365.00
ADULT SOFTBALL	300.00
ARMORY REVENUE	3,741.00
CROSS COUNTRY SKIIS	20.00

4,646.00

REIMBURSEMENT TO OFD	3,430.23
UTILITY TAXES	2,406.59
BANKRUPTCIES	872.61
COMMUNITY DEV DISCHARGE LIEN	5,549.25
POSTAGE REIMB	7.00
HEALTH INSURANCE	6,517.36
UNION DUES REFUND	10.00
SEWER MISCELLANEOUS	41.20
CS TEST FEES	195.00
REV LOAN LATE FEES	0.00
FIRE INSPECTION FEES	1,720.00

0.00

0

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

SONY REFUND

229.89

RECEIPTS FROM MADISON COUNTY

MADISON COUNTY TO CITY OF ONEIDA
RE: OIN TAX REIMBURSEMENT

158463.17

SPECIAL ASSESSMENTS

0

TOTAL REVENUES COLLECTED AND
DEPOSITED BY CITY CHAMBERLAIN

REDEPOSITED ITEMS	0.00
CD REHAB PAYMENTS	191.47
REVOLVING LOAN PAYMENTS	3,880.81
	0.00
TOTAL FUNDS DEPOSITED	716,774.95
CITY/COUNTY TAXES COLLECTED	78,410.94
PERCENT COLLECTED AS OF APRIL 30 2015	91.15%
2014-2015 ONEIDA SCHOOL TAX COLLECTED	12139.16
PERCENT COLLECTED AS OF APRIL 30 2015	31.56%

**CITY OF ONEIDA
FIRE DEPARTMENT**

**DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE**

Kevin Salerno
Fire Chief



109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437
ksalerno@oneidacity.com

***Oneida Fire Dept
Monthly Reports***

April 2015

April, 2015	4/5-5/2	YTD
FIRE	\$87.48	\$4,717.79
RESCUE	\$146.1	\$3,225.07
NON-FIRE	\$5,180.0	\$9,127.54
EMERGENCY RESPONSE TOTALS	\$5,413.6	\$17,070.40
PERSONAL LEAVE (0112)	\$145.8	\$296.71
SICK/INJURY (0102)	\$1,360.5	\$9,495.91
BEREV/MILITARY (0102)	\$0.0	\$1,323.10
OPEN SHIFT (0114)	\$3,593.6	\$13,161.08
TRAINING/EMS (0107)	\$131.2	\$1,003.11
TRAINING- REG (0109)	\$0.0	\$417.54
REPAIR(0102)	\$0.0	\$184.66
FIRE MARSHAL (0108)	\$1,253.0	\$1,355.04
REG OT not categorized above(102)	\$592.9	\$2,841.33
OPERATIONAL TOTALS:	\$7,077.0	\$30,078.5
TOTAL:	\$12,490.6	\$47,148.9

TYPE OF CALLS REPORT
AND NUMBER OF CALLS

FIRE	3
RESCUE	125
NON FIRE	36
TOTAL	164

Call Comparison Year To Date

	2014	2015	DIFF
FIRE	11	11	0
RESCUE	582	528	-54
NON FIRE	178	130	-48
Totals:	771	669	-102

Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$125,000.00	\$7,367.02	\$94,084.60
Train/EMS 107	\$8,000.00	\$131.22	\$6,996.89
Fire Mar 108	\$5,900.00	\$1,252.98	\$4,544.96
Train/Reg 109	\$4,150.00	\$0.00	\$3,732.46
Pers Lv 112	\$2,500.00	\$145.80	\$2,203.29
Short Shift 114	\$21,840.00	\$3,593.58	\$8,678.92

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Kevin Salerno, *Chief*



109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437

Fire Department Revenue- April, 2015

Alarm Permits:	\$0
Solid Fuel Burning Permits:	\$0
Tent Inspections:	\$60
Fire/Housing Inspections :	\$ 5910.00 billed as of 4/30/2015
Collected:	\$ 3680.00 as of 4/30/2015

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Fire Marshal's Office
Timothy S. Cowan, Fire Marshal



109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437
tcowan@oneidacity.com

FIRE MARSHAL MONTHLY REPORT APRIL 2015

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	33.5
ASST. FIRE MARSHAL FIELDS	3.5
INSPECTOR BALL	2
INSPECTOR WALKER	10.5
INSPECTOR CAVANAGH	2
INSPECTOR KAZLAUSKAS	2
INSPECTOR KROL	2.5
INSPECTOR RELYEA	4.5
FIREFIGHTERS	40.5
TOTAL OFFICE HOURS	101

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	8
BUSINESS REINSPECTION	9
BUSINESS C OF C	10
PUBLIC ASSEMBLY INSPECTION	0
PUBLIC ASSEMBLY REINSPECTION	1
PUBLIC ASSEMBLY C OF C	1
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	0
ORDER TO VACATE	1
VACANT PLACARDS	0

VACANT BUILDING INSPECTIONS	0	
OFFICE BREAKDOWN CONT.	TOTAL HOURS	
KNOX BOX WORK	0	
COMPLAINTS	1	
NO SHOW	0	
FLOOD DAMAGE INSPECTIONS	0	HOURS
MEETINGS / CODES SCHOOL	31	HOURS
PLAN REVIEW	0	HOURS
MISCELLEANOUS	2	HOURS
FIRE INVESTIGATION	3	HOURS
FIRE PREVENTION	2.5	HOURS

FIRE MARSHAL'S ACTIVITIES

- Met with Ray Johnson of HP Hood. Now that the project is 90% completed, tours have been set up for each shift to meet at Hood and conduct a walk-thru of the facility with Ray. Also, the old Welton Motor building will be available for us to use for hands-on training.
- Been in contact with PV Reddy of Nutech BioSciences on Fitch St. To date there have been numerous conversations regarding bringing the building into compliance. Simplex Grinnell has signed a contract to conduct sprinkler work and fire alarm work to bring the building into compliance. The order has been lifted and a building permit can now be issued for the requested work.
- Myself, Reay Walker, and Rob Cowles attended a codes in-service training at SUNY IT in Utica. Topic were the new commercial energy code and electrical issues. Class was 7 hours.
- Myself and Fire Prevention Officer Hoffman attended Youth Firesetter Specialist I at the NYS Fire Academy in Montour Falls. This training gives us the information needed to set up our own program through the Fire Marshal's Office. There have been a few youth fire setters in the past few years in the City and this training was essential in dealing with the issue.

MONTHLY REPORT

CITY CLERK

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
10 DEED REC. FEE	\$ 300.00	\$ 300.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
TAXI DRIVER		\$ -
TAXI VEHICLES		\$ -
1 SIGN PERMIT	\$ 75.00	\$ 75.00
1 SITE PLAN	\$ 100.00	\$ 100.00
CONDITIONAL USE PERMIT		\$ -
2 MINOR PLAT	\$ 150.00	\$ 150.00
MAJOR PLAT		\$ -
SEWER PERMIT		\$ -
1 TENT PERMIT	\$ 60.00	\$ 60.00
WOOD STOVE PERMIT		\$ -
4 SOLICITOR LICENSE	\$ 525.00	\$ 525.00
17 ADDITIONAL SALESPERSON	\$ 255.00	\$ 255.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
ALARM		\$ -
GARBAGE		\$ -
JUNK		\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION		\$ -
USE VARIANCE		\$ -
2 AREA VARIANCE	\$ 100.00	\$ 100.00
	<u>\$ 6,409.25</u>	<u>\$ 6,409.25</u>

MADISON COUNTY LANDFILL

17 CARDS	\$ 238.00	\$ 5.95
	<u>\$ 238.00</u>	<u>\$ 5.95</u>

GRAND TOTALS **\$ 8,141.25** **\$ 7,600.20**

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 7,600.20
MADISON CO. TREAS.-LANDFILL	\$ 232.05
NYS DEPT. OF HEALTH	\$ 225.00
STATE COMPTRROLLER - BELL JAR	
STATE COMPTRROLLER-BINGO	\$ 84.00
NYS DOG SURCHARGE	
NYS COMPTRROLLER G	
TOTALS	<u>\$ 8,141.25</u>

11 DEATHS RECORDED
 29 BIRTHS RECORDED
 27 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

 SUE PULVERENTI - CITY CLERK

MONTHLY REPORT

PARKS &

RECREATION

A. Max Smith
Mayor



Lucas M. Griff
Director

CITY OF ONEIDA
DEPARTMENT OF PARKS AND RECREATION
ONEIDA RECREATION CENTER, 217 CEDAR STREET
ONEIDA, NEW YORK 13421
Telephone: (315) 363-3590 Fax: (315) 363-6062
www.oneidacity.com

April 2015

REVENUE

In the month of April the Recreation Department generated a total of \$4,646.00 in revenue.

USAGE/COMPARISON

Our April 2015 Gym rental revenue is down 28% from April 2014. In April of 2014 we generated \$3,787.00 in gym rental revenue as compared to \$2,696.00 in 2015. Our April room rentals were \$845.00 as compared to \$222.50 in 2014. As of May 1, 2015 our yearly gym rental revenue is \$16,112.00 as compared to \$15,083.00 on May 1, 2014, a 6% increase, our room rentals revenue is \$2,335.00 in 2015 as compared to \$1,155.50 in 2014 a 102% increase.

Below are charts that show the number of rentals we have booked last year and this year.

2014 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
January	17	7	15	0	39
February	24	7	16	5	52
March	29	8	23	4	64
April	21	9	19	0	49
May	6	5	21	3	35
June	10	3	23	4	40
July	14	1	3	0	18
August	12	1	6	0	19
September	10	2	11	0	23
October	7	8	15	2	32
November	13	4	17	3	37
December	18	8	14	3	43
TOTAL	181	63	183	24	451

2015 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
January	13	7	21	1	42
February	19	17	16	1	53
March	22	19	21	0	62
April	22	19	20	0	61
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL	76	62	78	2	218

As the 2 charts show, building use in April 2015 was up from use in 2014. Our biggest increase came in the way of room rentals and that can be attributed to Alcoholics Anonymous renting a room for their meetings on Saturdays and Sunday. Other than the increase in room rentals everything else was right on par with last year. Our staff is still doing a great job handling all of the parties, it has been a long winter season of handling solid booked Saturdays and Sundays. It is great to have so many people using the building but I know some of the staff is looking forward to moving into their summer positions and getting outside.

MAINTENANCE

With the cold weather hanging around the grass did not start growing until late April. This gave the maintenance guys a chance to open the parks without having to worry about keeping the grass mowed. We ran into a few minor problems when opening a couple of the parks, just some minor plumbing problems that we were able to get fixed.

We ordered a load of Martin's Mix (infield dirt for softball and baseball fields) and spread that out at a couple of the fields to raise up a few low spots that hold water when it rains.

The guys aerated all of the fields and parks. We started aerating the parks a fields 3 or 4 times a year 3 years ago and it seems to really make a difference in the fields draining and the grass growing throughout the summer and fall

We picked up the new zero turn mower during the first week of April. The new mower is a Ferris IS 3200z zero turn mower with a 61" cutting deck. With this new mower we will now have 2 zero turns in our fleet and should really help improve on the efficacy that we mow the fields. Each of the zero turns can mow up to 7 acres per hour.

We were able to test out the new mower at the end of the month when the weather finally warmed up and the grass started to grow. We should defiantly see an improvement in the time it takes to mow some of our parks.

Updates

We have continued to stay in touch with Madison Co. Soil and Water about the stream bank project at Maxwell Field. An archeological survey was conducted in April, we have not been notified of any significant finding yet. Hopefully things stay on schedule and the project can be completed on time.

The Rail Trail committee held their annual meeting in April; it was the first time they were able to meet since January. With a large agenda many things were discussed, some of the most significant were:

- I love my park day, scheduled for May 2nd. Volunteers will clean up a section of the Erie Canal Towpath that the Oneida Rail Trail Committee adopted.
- Trail days were set up for the last Saturday in each month throughout the summer.
- The agreement that was made with National Grid giving the City permission to use National Grid property for the trail.
- Developing a tri-fold pamphlet to give to neighbors of the ORT and all City departments.

The Oneida Are Day Care Center is still working with the state to get into the Rec. Center full time. We are waiting to hear back from the state, on recommendations they made. We have made the changes and they need to make a follow up inspection of the building. The day care center is planning to rent the dining room to hold their school age child care program at the Recreation Center during the summer.

With the Easter Holiday falling early in the Spring this year we knew that weather could be a factor for the egg hunt. The day that the egg hunt was scheduled turned out to be a cold and wet Saturday morning. We decided to postpone the egg hunt for the following Saturday. The following Saturday turned out to be dry, but the temperature was still brisk. I think because of the rescheduling and the colder weather we did not get the turn out that we normally get, but all the kids that were there had a great time and found loads of eggs.

Now that the weather has finally turned, we have shifted most of our activities and programs outdoors. Men's softball and youth T-ball are all set to begin in May and we are starting to get request every day for field and park rentals. We will start opening the pool at the end of May to be ready for inspection from the Health Dept. by mid-June.

Respectfully submitted,

Lucas Griff
Recreation Director

Oneida Recreation Department
Programming Report
April 2015

Youth Programming

Tot Fun-n-Run:

The Tot Fun-n-Run Program is still going strong. This Program is enjoyed by Parents/Grandparents in our community and is geared for children 6 years and younger. Tot Fun-n-Run is open Monday thru Friday from 9:00 am-12:00 noon. Children can enjoy playing on our bounce houses, rock wall, roller coasters and tot room filled with all kinds of activities for kids. This Program gives Parents/Grandparents an opportunity for their children/grandchildren to interact with other children in our community. We had 553 people sign in for the month of April for an average of 26 per day.

Afterschool Program: (Teen Center)

The Afterschool Program (Teen Center) ended on April 30th until fall. This program was open to children in 3rd thru 12th Grades and ran Monday thru Friday from 3:00-5:30 pm. Children could come here with their friends' and play basketball, kickball, dodgeball and other activities in a safe environment. We had 192 kids sign in for the month of April for an average of 10 per day.

T-Ball:

Registration for T-ball ended March 31st. This program was open to Oneida City School District Residents only and limited to the first 80 registered. T-ball is for Boys and Girls ages 4-7 year olds. Games will be played at Harmon Field on Thursday evenings. We have 61 kids registered for seven (7) teams. Their first game was played on May 8th

Adult Programming

Adult Open Gym

Adult Open Gym ended on April 14th. We had 30 people signed up with an average of 15 per week.

Adult Summer Leagues

Over 35 Softball League will start their season on May 4th. The Over 35 League plays on Monday nights at Harmon Field. We have five (5) teams signed up this year.

Spadafora Softball League will start their season on May 5th. The Spadafora League plays on Tuesday nights at Vets Field. We have six (6) teams signed up this year.

Respectively Submitted,

Carmela Endemann
Recreation Specialist

Oneida Recreation Department
Monthly Revenue - April 2015

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
3/31/2015	Rec Center - Gym	\$30.00	8585	4/6/2015	Balance Forward	\$2,221.00			
4/1/2015	Rec Center - Gym/Tot	\$60.00	8586		4/14/2015	Field/Park Rental	\$40.00	8618	4/15/2015
	Rec Center - Gym	\$10.00	8587		4/15/2015	T-Ball	\$60.00	8619	
	Rec Center - Gym/Tot	\$60.00	8588		4/16/2015	Rec Center - Room	\$75.00	8620	4/21/2015
	Rec Center - Gym	\$30.00	8589		4/17/2015	T-Ball	\$20.00	8621	
	Rec Center - Room	\$95.00	8590		4/18/2015		\$65.00	8622	
4/2/2015	T-Ball	\$80.00	8591				\$55.00	8623	
	Rec Center - Room	\$90.00	8592	4/9/2015	4/19/2015	Rec Center - Gym	\$110.00	8624	
	Rec Center - Room	\$15.00	8593		4/20/2015	Rec Center - Gym	\$100.00	8625	
4/3/2015	Rec Center - Gym	\$20.00	8594			X Country Skis	\$20.00	8626	
4/4/2015	Rec Center - Gym	\$30.00	8595			T-Ball	\$20.00	8627	
4/5/2015	Rec Center - Gym	\$60.00	8596				\$100.00	8628	4/24/2015
	Rec Center - Gym	\$100.00	8597		4/22/2015	Adult Softball	\$100.00	8629	
4/6/2015	Room Rental - ARC	\$200.00	8598			Adult Softball	\$100.00	8630	
	Rec Center - Gym	\$60.00	8599			Adult Softball	\$100.00	8631	
	VOID	VOID	8600		4/24/2015		\$190.00	8632	4/30/2015
4/7/2015	Rec Center - Gym	\$6.00	8601	4/10/2015			\$95.00	8633	
4/8/2015	Rec Center - Room	\$60.00	8602		4/25/2015		\$65.00	8634	
	Rec Center - Room	\$165.00	8603				\$105.00	8635	
4/9/2015	Rec Center - Room	\$55.00	8604				\$65.00	8636	
4/10/2015	T-Ball	\$40.00	8605		4/26/2015	Rec Center - Gym	\$100.00	8637	
	Rec Center - Room	\$15.00	8606		4/27/2015	Field/Park Rental	\$30.00	8638	
	Field/Park Rental	\$45.00	8607	4/13/2015	4/28/2015	Rec Center - Room	\$60.00	8639	
	Field/Park Rental	\$250.00	8608			Rec Center - Gym	\$360.00	8640	
	Rec Center - Room	\$60.00	8609		4/29/2015		\$60.00	8641	
4/11/2015	Rec Center - Room	\$30.00	8610			Rec Center - Room	\$330.00	8642	
	Rec Center - Gym	\$60.00	8611			TOTAL	\$4,646.00		
		\$55.00	8612						
4/12/2015		\$60.00	8613						
4/13/2015		\$60.00	8614						
		\$120.00	8615						
		\$140.00	8616						
	Rec Center - Gym	\$60.00	8617						
	TOTAL	\$2,221.00							

Oneida Recreation Department
 Monthly Revenue - April 2015

		Gym/Room Rental Monthly Comparison		2014 April		2015 April		% Increase/Decrease	
				Gym	Room	Gym	Room		
001-0017-2004	Cross County Ski		\$20.00						
001-0017-2009	T-Ball		\$220.00						
001-0017-2022	Adult Softball		\$300.00						
001-0017-2030	Park/Field		\$365.00						
Rec Center									
ARC			\$200.00						
Gym Rental			\$2,696.00						
Room Rental			\$845.00						
Equipment Rental			\$0.00						
001-0017-2031	Rec Center Total		\$3,741.00						
	TOTAL		\$4,646.00						
				Gym/Room Rental Yearly Comparison					
				5/1/2014		5/1/2015		% Increase/Decrease	
				Gym	Room	Gym	Room		
				\$15,083.00	\$16,112.00	\$15,083.00	\$16,112.00	6%	
				\$1,155.50	\$2,335.00	\$1,155.50	\$2,335.00	102%	
				Gym Room		Tot		Teen	
				Rentals	Rentals	Parties	Parties	TOTAL	
	January		13	7	21	1	42		
	February		19	17	16	1	53		
	March		22	19	21	0	62		
	April		22	19	20	0	61		
	May								
	June								
	July								
	August								
	September								
	October								
	November								
	December								
	TOTAL		76	62	78	2	218		

RECREATION MAINTENANCE MONTHLY REPORT
MONTH APRIL 2015

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	56.75
- Check Tennis/Basketball Courts	7
- Pool Maintenance	0
- Park Inspection	55
- Park Landscaping	3
- General Cleanup/Litter Pickup	40
- Carpentry Work/Painting	12
- Facility Winterizing	0
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	62.25
- Equipment & Vehicles: general maintenance/cleaning	32
- Miscellaneous:	25.75
TOTAL	293.75

**MONTHLY
REPORT**

**POLICE
DEPARTMENT**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Domestic	40	32	36	52									160
Drug Case	12	13	19	27									71
Alarms	30	22	27	35									114
Mental Health	17	12	19	12									60
Disturbance/dispute fight/dis con	49	37	55	60									201
Noise	12	13	20	18									63
Trespass	13	15	9	19									56
Burglary	6	2	3	1									12
Larceny	42	26	33	35									136
Sex Offense	1	4	1	1									7
Child Abuse	5	7	4	6									22
Traffic complaint traffic arrest	70	77	58	39									244
Missing person	3	7	5	4									19
Assault harassment	18	10	17	29									74
Fraud/scams	15	7	8	9									39
Criminal Mischief	9	5	13	12									39
Stolen Vehicle	1	0	0	0									1
Accidents	53	60	44	26									183
suspicious	45	33	66	57									201

Does not include all call types for the month. Listed are more frequent type.

Overtime 2015

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,322.94	297.49	263.25	\$1,077.56
Feb	\$3,676.87	66	205.5	\$0.00
Mar	\$2,998.36	140.62	235.75	\$583.56
Apr	\$4,144.98	134.62	227	\$1,005.91
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
Total	\$14,043.01	638.73	931.00	\$2,667.03

Costs after reimbursements	
\$2,245.38	* comp reimbursement not included
\$3,676.87	
\$2,414.80	
\$3,139.07	

\$11,476.12 Year costs after reimbursements

April		
REASON	PAY	COMP
Admin./ Misc.		4.75
Complete Investigation	\$227.36	15.37
Court	\$759.93	16.50
Cover Back Time	\$1,284.96	9.00
Cover Sick Time	\$940.13	16.87
Cover School		5.60
Cover Vacation	\$164.73	5.60
On Call Investigations	\$417.47	
School		19.50
Special Events	\$1,093.01	34.50
Special Investigations		4.50
Total	\$4,887.62	134.62

2015	
Year to date	
Contractual	\$7,918.65
other	\$7,378.01
Reimbursed	2,667.03
Total non	
Contractual	
not reimbursed	\$4,710.98

Note: Overtime by month (above chart) for pay periods in month.
This chart by calendar month

Pay= Overtime pay costs
Comp. = overtime comp time earned
Used= Comp time used
Reimbursements- from grants or other

Overtime 2014

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,941.26	107.86	234.00	\$0.00
Feb	\$5,146.75	65.97	174.25	\$5,146.32
Mar	\$5,430.45	129.37	226.75	\$659.31
Apr	\$5,751.58	222.37	350	\$943.48
May	\$12,065.54	198.7	308.5	\$1,433.56
Jun	\$7,466.98	118.42	298.25	\$959.68
Jul	\$8,568.10	187.12	385.75	\$1,596.94
Aug	\$8,079.32	207.37	355.25	\$2,861.45
Sep	\$7,097.04	142.4	341	\$0.00
Oct	\$2,894.73	203.17	419.25	\$0.00
Nov	\$6,231.65	228.85	592.75	\$0.00
Dec	\$5,184.22	311.24	703.75	\$0.00
Total	\$16,187.51			

Costs after reimbursements	
\$3,941.26	* comp reimbursement not included
\$0.43	
\$4,771.14	
\$4,808.10	
\$10,631.98	
\$6,507.30	
\$6,971.16	
\$5,217.87	
\$7,097.04	
\$2,894.73	
\$6,231.65	
\$5,184.22	
\$81,670.11	Year costs after reimbursements

2015 Reimbursements- Overtime reimbursements, grant reimbursements and other.

	STEP Grant	Other	Total
	Amount	Amount	
Jan.		* 1,077.56	1,077.56
Feb			0
Mar	583.56		583.56
Apr.	1005.91		1005.91
May			
Jun.			
Jul.			
Aug.			
Sep.			
Oct			
Nov			
Dec.			
Total	1589.47	1,077.56	2667.03
to date.			

*= PERMA Workers Comp reimbursement for Sgt. Loomis through 2/11/14.

Year to date Overtime 14,143.15
 Reimbursements 2667.03

Costs after reimbursement: \$11,476.12

2015 Revenue- Report copy fees, fingerprint fees, record checks, etc.

Jan.	\$52.25		2014 total	\$10,604.98
Feb.	\$ 149.50			
Mar.	\$336.75	Note-Vest grant reimbursement from Attorney General's Office received. \$5285.98	One part of vest grants.	
Apr.	142.51			
May				
Jun.				
Jul.				
Aug				
Sept.				
Oct.				
Nov.				
Dec.				

Year
 to date: \$681.01

**April
2015**

Monthly Report

**Department of Planning and
Development**

**Department of Planning and Development
Monthly Report
April 2015**

Planning Commission

Item #1 – Site Plan Review for additional parking at an existing building located at 634 Birchwood Drive, zoned Light Industrial, by Madison Cortland Chapter NYSARC, Inc. The Planning Commission approved the application.

Item #2 – Sketch Plat Approval, Preliminary Plat Waiver and Final Plat Approval for a 2-lot Minor Subdivision located at 2002 Fairview Avenue, zoned Agricultural, by William Nye. The Planning Commission approved the application.

Item #3 – Zoning Map Amendment for the rezoning of a 0.93 ac parcel, SBL# 37.-3-61, located on Genesee Street from Neighborhood Commercial to Commercial, by Nye Auto Group. The Planning Commission sent a Positive Recommendation to the Common Council.

Zoning Board of Appeals

No meeting was held in April.

Community Development

Housing Rehabilitation Grant # 20103204 – This grant has now been closed out.

2014 CDBG grant of \$400,000 for low-moderate income housing rehabilitation has begun. To date, one project has been completed, two are in progress, and three are waiting for lead inspection results.

Revolving Loan Fund

Current balance as of April 30, 2015 - \$407,126.90. We have eight active loan accounts. No new applications were submitted in April. The Common Council approved the use of \$200,000 toward funding the West Elm Street water and sewer infrastructure project. The money will remain in this account until the project is underway.

Economic Development

The City was awarded a grant for All Seasonings Ingredients, Inc. The funding has allowed them to greatly expand their current building, and increase their workforce by a minimum of 15 new jobs over the next 2 years. We expect to close out the grant in June, 2015. At that time, we will monitor the employment data on an annual basis for a period of 5 years as required by NYS.

USEPA Smart Growth Project

In April 2013, the committee submitted to EPA and their consultants, our comments on the draft audit tool. Give the cuts from sequestration and the government shutdown, both of which affected staff at EPA, this project has been seriously delayed. At this point, we anticipate the final product to be released by EPA in late summer, 2015. The Planning Commission has briefly discussed the idea of replacing the zoning, subdivision, site plan ordinances with a Unified Development Code to streamline the development process for both staff and developers. This has been done in a number of cities recently, although I haven't yet found any enacted in a small city the size of Oneida. We will continue to research this, and determine what the processes and steps might be for the update of the Comprehensive Plan and corresponding ordinance changes. We are also exploring the possibility of funding for a planning firm that has experience in unified development code work.

West Elm Street Project

We are moving forward with this project. The \$1,000,000 grant from Empire State Development has now been transferred to the City and we are working on additional funding sources. We continue to work with County IDA, City Water Superintendent, City Engineer, Jack and Pat Curtin, to develop required steps and timeline for project, funding details, etc that are needed to move this project forward. The Mayor has requested from Madison County a match to our RLF \$200,000 grant to offset costs to benefiting property owners. This was approved at the Madison County Board of Supervisors April 2014 meeting. We will continue to periodically update the Council as we make progress. An appraisal of the Curtin property has been received, and submitted to Empire State Development Agency. We are hopeful that the County IDA and the City will be once again meeting with potential developers. At this time, we anticipate breaking ground in late 2015-early 2016.

Oneida Commons Proposal

This project is currently on hold, pending further movement from the Field of Dreams people.

Stoneleigh Workforce Housing Project

Funding application – Stoneleigh Housing has been awarded funding for this project. Work has now begun on site, with an official ground-breaking ceremony to be scheduled later this spring. We are working with the developer to finalize site details.

Seneca Fields Apartments

Two Plus Four Companies has resubmitted the Oneida Health Care funding application to NYS for the proposed 32-unit senior housing facility to be located off Seneca Street Extension. They received Minor Subdivision Approval, Site Plan Approval and a Conditional Use Permit from the Planning Commission in November 2012. In September, the Planning Commission approved a request for Site Plan Modification to extend the construction completion date. The new funding application was submitted in November 2014, with an anticipated award announcement in spring/summer of 2015.

Flood Zone Planning

City staff is looking into both short and long term issues relating to future use of properties in the flood zone. We are currently working with SUNY College of Environmental Science and Forestry's School of Landscape Architecture and Center for Community Design Research on a community engagement project with the residents and business owners in the Flats neighborhood. This will help create a shared vision for the Flats, and assist the City in determining necessary steps as we move forward with future plans. The first series of workshops were held in early October. After analyzing data, the second presentation was held in early December, and was structured for those residents who have not signed up for the buyout program. At this time, we anticipate finalizing the project in late June. Follow-up to this will depend on the outcome of the buy-out program.

The City Engineer and City Planner both served on the Madison County NY Rising Communities Committee to address flood related issues and projects that will result in increased resiliency to future storms both immediately and over the long term. The Committee began meeting in February 2014 to prioritize a project list utilizing the \$3 million in state funds that have been allocated to Madison County. We submitted eight projects in Phase 1, and 2 projects in Phase 2 (long-term studies/projects). The Committee has been working with consultants and NYS Dept of State representatives on a long term plan which was finalized in July 2014. The plan has not yet been approved by the Governor's Office, and funding has not yet been made available for the projects submitted.

Legislative Funding Projects

Downtown Streetscape Improvement Project

We have been working with the City Engineer on a downtown streetscape and signage improvement project, utilizing a grant of \$20,000 made available to us through Assemblyman Magee's office. We anticipate project completion by the end of 2015.

Kallet Civic Center and Armory Project

We are also working with the City Engineer on a request for \$250,000 from Assemblyman Magee that would fund repairs at the Kallet Civic Center and the Armory. We submitted additional information that was requested by the Legislative Ways and Means Committee. The application has now been approved and forwarded to the *Dormitory Authority of the State of New York (DASNY)* for administration of funds. Updated budget and required documentation necessary for contract approval has been forwarded to DASNY. This is a reimbursement grant.

Sidewalk Repairs Project

The City has been awarded a \$50,000 grant for sidewalk repairs through Senator Valeski's office. Paperwork will be submitted to DASNY for this. It is also a reimbursement grant.

Oneida Hotel

We have been meeting with the owner of the Oneida Hotel and his architects. They are currently working on a redevelopment plan. Once they determine the potential uses for the building, we will work with the Madison County IDA to see what funding sources may be applicable to assist in the project. This project may be part of a 2016 New York Main Street Grant application for the City Center.

NY Main Street Grant

The City was awarded a New York Main Street Technical Assistance Grant of \$20,000 to do a Downtown Feasibility Study. The funds will be used to engage a consultant to conduct a building suitability analysis for mixed-use development in a target area of the City Center. RFP's have been sent to fifteen firms, with proposals due by May 8, 2015. We anticipate the project being completed by the end of 2015. This will serve as a necessary first step to a full New York Main Street grant application in the 2016 round of CFA funding.

Solar Projects

We have been working with the Mayor and City Engineer to move forward with a ground-mounted solar array that will offset the cost of electricity to all municipal buildings. The project requires minor subdivision approval and an easement from an adjacent property owner. We have also begun to look at the feasibility of a micro-grid project.

Oneida Information Packet and Brochure

We have developed a tri-fold brochure and brief informational packet containing data that would be pertinent to potential developers and business owners interested in Oneida. Both items are available in my office, and can be distributed as requested, or be used as an introduction to our City as a marketing tool.

CITY OF ONEIDA
OFFICE OF THE COMPTROLLER

LINDA M. PEASE, CMFO
City Comptroller

LEE ANN WELLS
Deputy City Comptroller



109 North Main Street
Oneida, New York 13421
Tel.:315-363-2022
Fax: 315-363-9558
Email: lpease@oneidacity.com

COMPTROLLER MONTHLY REPORTS

APRIL 2015

-
1. Activities
 2. Sales Tax Update
 3. Contingency Update
 4. Budget Update (to be provided at Council Meeting)

Comptroller's Activities Report APRIL 2015

1. Review final documentation for 2014 audit, including final audit;
2. Review Final Journal Entry Registers, Trial Balances and Balance Sheets;
3. Begin work on 2015 (January-March);
4. Re-connect with Leasing Agency to move forward with financing for vehicles;
5. Continue work on the following capital projects and financing:
 - Police Cars (3)
 - Police Equipment
 - Fire Rescue, Extrication Equipment and SCBA
 - Code Car
 - DPW Dump with Plow
 - Bullet Proof Vest Grant;
 - Streetscape;
 - Streambank Revitalization
 - Gas Monitoring;
 - Fish Creek BAN renewal finalization; and
 - Rail Trail Project.
6. Work on insurance updates for 2015-2016 renewal;
7. Research, review and conferences on Oneida Public Library Bond;
8. Payroll and Vouchers; and
9. Update and review collateralization of accounts.

5/13/2015

2015 SALES TAX

MONTH	BUDGET 2014	ACTUAL 2014	BUDGET 2015	ACTUAL 2015	PERIOD VARIANCE	Y-T-D VARIANCE
<i>FEBRUARY</i>	\$ 297,964	\$ 277,588	\$ 271,656	\$ 291,348	\$ 19,692	\$ 19,692
	59,102	64,395	\$ 63,019	61,633	(1,386)	18,307
<i>MARCH</i>	260,270	241,332	\$ 236,174	244,901	8,727	27,034
	50,317	46,864	\$ 45,862	53,729	7,867	34,900
<i>APRIL</i>	167,021	163,637	\$ 160,140	160,470	330	35,231
	233,497	254,985	\$ 249,535	272,612	23,077	58,308
1ST QTR	\$ 1,068,171	\$ 1,048,800	\$ 1,026,386	\$ 1,084,694	\$ 58,308	\$ 58,308
<i>MAY</i>	\$ 279,291	\$ 274,983	\$ 274,983	\$ 279,304	4,321	62,629
	50,879	57,058	57,058		(57,058)	5,571
<i>JUNE</i>	277,897	275,648	275,648		(275,648)	(270,077)
	58,543	50,709	50,709		(50,709)	(320,786)
	88,956	90,000	90,000		(90,000)	(410,786)
<i>JULY</i>	170,889	168,752	168,752		(168,752)	(579,538)
	191,776	162,757	162,757		(162,757)	(742,295)
2ND QTR	\$ 1,118,231	\$ 1,079,907	\$ 1,079,907	\$ 279,304	\$ (800,604)	\$ (742,295)
<i>AUGUST</i>	\$ 283,432	\$ 279,820	\$ 279,820		(279,820)	(1,022,115)
	61,457	56,308	56,308		(56,308)	(1,078,423)
<i>SEPTEMBER</i>	274,481	286,563	274,481		(274,481)	(1,352,904)
	56,360	63,789	56,360		(56,360)	(1,409,264)
<i>OCTOBER</i>	234,751	243,839	234,751		(234,751)	(1,644,015)
	191,590	164,120	164,120			
3RD QTR	\$ 1,102,071	\$ 1,094,439	\$ 1,065,839	\$ -	\$ (901,719)	\$ (1,644,015)
<i>NOVEMBER</i>	\$ 269,290	\$ 283,311	\$ 283,311		(283,311)	(1,927,325)
	47,361	45,145	45,145		(45,145)	(1,972,471)
<i>DECEMBER</i>	263,978	271,073	271,073		(271,073)	(2,243,543)
	46,343	53,595	53,595		(53,595)	(2,297,139)
	64,000	65,000	65,000		(65,000)	(2,382,139)
<i>JANUARY</i>	164,834	168,350	168,350		(168,350)	(2,530,489)
	195,721	284,283	241,393		(241,393)	(2,771,882)
4TH QTR	\$ 1,051,526	\$ 1,170,756	\$ 1,127,867	\$ -	\$ (1,127,867)	\$ (2,771,882)
TOTALS	\$ 4,340,000	\$ 4,393,903	\$ 4,300,000	\$ 1,363,998	\$ (2,771,882)	\$ (2,771,882)

5/14/2015

2015 CONTINGENCY

DATE	DESCRIPTION	ACCOUNT	AMOUNT	BALANCE
GENERAL FUND:				
				\$50,000
1/21/2015	Kallet Boiler Temporary Heat	001.7140.0202	\$ (2,000.00)	\$48,000
2/17/2015	Solar Energy Attorney Fees	001.1420.0409	\$ (8,000.00)	\$40,000
3/17/2015	Kallet Boiler Temporary Heat	001.7140.0202	\$ (2,000.00)	\$38,000
3/17/2015	Transfer for Prior Years Capital Projects	001.9950.0901	\$ (7,689.12)	\$30,311
4/7/2015	Kallet Boiler Temporary Heat	001.7140.0202	\$ (2,000.00)	\$28,311
4/7/2015	Memorial Day Parade	001.6511.0400	\$ (1,500.00)	\$26,811
5/19/2015	Redistricting	001.1210.0403	\$ (5,600.00)	\$21,211
5/19/2015	Kallet Chiller	001.7521.0403	\$ (5,000.00)	<u>\$16,211</u>
SEWER FUND:				\$20,000
3/17/2015	Madison County Sludge Removal	003.8110.0436	\$ (11,834.53)	<u>\$8,165</u>
WATER FUND:				\$50,000
2/4/2015	SOCIAL SECURITY	002.9030.0801	\$ (430.00)	\$49,570
2/4/2015	SALARIES (MANAGEMENT)	002.8300.0101	\$ (5,834.00)	\$43,936
2/4/2015	MEDICARE	002.9035.0802	\$ (101.00)	\$43,835
4/21/2015	WATER MAIN EXTENSION	002.8300.0326	\$ (15,650.00)	<u>\$28,185</u>