

City of Oneida
Engineering/Public Works

July 2015 Monthly Report

Prepared By: Jon Rauscher PE, LEED AP
City Engineer



CITY OF ONEIDA
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
109 N. Main Street, Oneida, NY 13421

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report - July

Public Works/ Engineering Summary

Public Works performed continued summer season maintenance tasks this period;

- Street cleaning and maintenance
(1 staff: street sweeper,
2 staff: temporary pavement maintenance)
- Storm sewer, sanitary sewer, catch basin cleaning
(2 staff: jet truck and vacuum)
- Roadside and lot mowing
(1 staff: roadside mowing tractor or brush hog)
- Mosquito control
(1 staff: trap counts, DEC reporting and spraying)
- Yard waste bag removal and chipping
(4 staff: Yard waste bag pick up and chipper operation)
- Street structure repairs
(2 staff: mason repair of inlets and manholes)
- Street and Parking lot Painting
2 Staff: repainting parking lines

The sewer cleaning crew focused work in the "Flats" neighborhood. Stormwater piping and inlets have been cleaned using the jet truck and vacuum cleaner.

DPW also performed a city-wide yard waste clean-up as directed. Many yard waste piles were observed throughout the inside district that did not meet the DPW requirements for pick-up with no mitigation action taken. As a courtesy and to clean-up the City, DPW performed removal with a loader and truck. It has been recommended that an ordinance be pursued to regulate yard waste pick-up.

Along with standard maintenance DPW staff provided support to the FD for lawn mowing under the property maintenance ordinance. DPW secured tax delinquent buildings for the Assessor's office. Staff also provided sewer repairs at Park and Recreation facilities.

The engineering office performed standard tasks (staff management, accounting, payroll, resident requests and tracking, agency coordination). Additional tasks and project work included;

- **WWTP flood mitigation project (FEMA mitigation funding)**
Project# TBD
Estimated Project Cost: \$1,290,000 (75% FEMA, 25% Local match)
Status: design and approval

Currently awaiting written approval to progress the mitigation project from DHSES and FEMA. Construction drawings are 90% complete. Funding to be reviewed for a potential 2016 project.

- **WWTP Biogas flare and gas monitoring project**
Project#: 300.8110.400
Construction Cost: \$223,678, Design: \$41,400
Status: In Construction

Anticipated project completion late-August/September. The flare gas service line was recently installed with the pad and flare installation forthcoming.

- **Kallet Boiler Replacement project (DANY Grant)**
Project#: 103.7521.404

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report - July

Construction Cost: \$53,598, Design: \$17,700

Status: In Construction

Project is in final phase of work. Coordinating with the design consultant and contractor on the change order request for a revised piping configuration. Proposed project completion end of August.

- **Kallet Roof Replacement Project (DASNY Grant)**

Project#103.7521.404

Construction Cost: \$198,500 Design: \$23,400

Status: Bid and budget review

Bids opened July 29th we received two equal low bids. See memorandum regarding contractor selection and budget.

- **Municipal Solar Project (PPA)**

Status – In review

Potential Savings: \$6,000,000 (estimated cumulative savings 25 yr. term)

Alternate sites for consideration were resubmitted to the developer for review. An on-site walkthrough is scheduled for 8/4 with the developer and their environmental consultant

- **Rail-Trail Phase 1 and 2 (DOT TAP/TEP Grant)**

Project #: 005.7040.215

Total Project Cost: \$1,666,640 (20% local match)

Status: Design

Survey work is being completed. C&S Engineers will begin preparing preliminary design documents for review.

Coordination meeting was held with the County to review ADA design options for the Court Street bridge project currently in construction.

- **Maxwell Field Streambank improvement (WQIP Grant)**

Project #: TBD

Grant award amount: \$46,071

Phase 1 archeological study completed with the conclusion that the project would have no impacts to cultural resources. Currently coordinating with DEC on the remaining permits and SEQR review.

- **Plow Truck Replacement and Brine System Implementation (2015 Capital)**

Project#: TBD

Amount: \$265,000

Status: build phase

Awaiting build review meeting with vendor, anticipated delivery is late fall. We are currently coordinating with DOT to review a brine procurement agreement from their Oneida shop.

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Monthly Report - July

- **GIS Asset Management Implementation (Cartegraph OMS)**

Project # 003.8110.332

Amount: \$16,550

Status: software testing and database building

IT and engineering office are providing data for the GIS database. The software is expected to go live early September

- **WWTP NYSEDA Flextech Energy Efficiency Study**

Amount: \$19,459 (Estimated savings TBD)

Status: In progress

Consultant walkthrough scheduled for 8/18 to review WWTP equipment identified for potential upgrades.

- **FEMA/DHSES Floodplain Housing Buyout Program**

Budget Amount: \$21,193,909 (HMGP funding)

Status: FEMA review

The application was submitted 6/30 to FEMA from DHSES. DHSES anticipates a 30-45 day turnaround for a FEMA response.

- **West Elm Street Infrastructure Improvements**

Estimated Cost: \$1,706,917 (\$1,400,000 grant and revolving loan)

Status: easement negotiations

In order to move forward with updating the contract drawings and bid, an easement is required from the OIN. Mayor and IDA are in negotiations for the utility easement.

- **WWTP Disinfection Improvements**

Budget: \$45,700

Status: Report Complete

DEC is currently reviewing the alternatives study that recommends moving forward with PAA as an alternative to chlorine disinfection to meet updated SPDES threshold.

- **Phelps Street Demolition Cleanup**

Status: Awarded

City is finalizing bonding, contracts and procurement of a project monitor (DOL ACM requirements) in order to begin work. Expected start date late August.

- **Annual Pavement Resurfacing Program**

Status: Award

Street resurfacing work beginning mid-August for previously listed streets.

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

July 2015

REVENUE

In the month of July the Recreation Department generated a total of \$8,437.00 in revenue.

USAGE/COMPARISON

Our July 2015 Gym rental revenue is up 138% from July 2014. In July of 2014 we generated \$1,405.00 in gym rental revenue as compared to \$3,357.50 in 2015. Our July room rentals were \$190.00 as compared to \$10.00 in 2014. As of August 1, 2015 our yearly gym rental revenue is \$24,051.50 as compared to \$21,518.00 on August 1, 2014, a 11% increase, our room rentals revenue is \$2,915.5050 in 2015 as compared to \$1,635.50 in 2014 a 78% 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	10	17	27	0	54
June	13	11	11	0	35
July	11	14	7	0	32
August					
September					
October					
November					
December					
TOTAL	110	104	123	2	339

MAINTENANCE

With the turn of the calendar to July the weather turned to much drier and the grass growth really slowed, which turned out to be a good thing for us. In early July one of our maint. workers slipped walking up a hill on wet grass and dislocated his shoulder. He has been out of work for most of the month of July leaving the maint. crew a man down. The remaining guys did a great job keeping up with all of the work.

The park maint. crew has been busy painting park buildings and staining fence at Vets and Harmon fields.

Updates

While there were not any significant happenings with the rail trail during the month of July the rail trail committee met and discussed future plans. We continue to stay in touch with our team at C&S and the NYS DOT.

Both Men's Softball Leagues had a good month, with the dry weather we were able to get in all of our games and make up some that we lost in May and June from the wet weather. The Spadafora Softball League ends in late July and the Over 35 league runs through August.

The Madison County Youth Summer Work Crew started work in the City on July 6th. The crew consisted of 2 instructors that are teachers for the County BOCES, a bus driver and about 15 youth ages 14 – 18. The crew's first task was to clean a walking path around the old swimming pool at Mt. Hope Reservoir. That job took them about a week clearing a path through thick brush and trees. Their second Job was to clean up the trails at Duross Conservancy as well as clear areas for future primitive camping sites and build rustic benches for the sites. The last job was to widen and improve the rail trail at Hubbard place. The crew did an outstanding job, they completed all the task that they were given and they did it in a timely and professional manner. We have already started talks to try and get them back next summer.

I met with a representative from Lowes in June to talk about a community project at Higginbotham Park. We met again in July to firm up the plans and work is scheduled to begin on August 10th. Volunteers from Lowes will be painting the park benches and the pavilion and floors, laying down fresh mulch, installing new wood chips in the play area, and planting new shrubs throughout the park. Then work and materials that they are donating will amount to more than \$2,500. I have had plans to do a lot of this work ourselves but didn't have the money in the budget or the man power to complete.

Respectfully submitted,

Lucas Griff
Recreation Director

Oneida Recreation Department Monthly Revenue
July 2015

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
6/30/2015	Rec Center - Gym/Tot	\$105.00	8749	7/6/2015	Balance Forward	\$5,885.50			
7/1/2015	Park/Field Rental	\$80.00	8750		7/20/2015	Rec Center - Room	\$250.00	8782	7/22/2015
7/2/2015	Rec Center - Gym	\$300.00	8751				\$130.00	8783	
	Rec Center - ARC	\$200.00	8752				\$85.00	8784	
	Chapman Pool	\$668.00	8753		7/24/2015	Chapman Pool	\$153.00	8785	
7/6/2015	Chapman Pool	\$852.00	8754		7/23/2015	Chapman Pool	\$200.00	8786	7/23/2015
7/7/2015	Rec Center - Gym	\$362.50	8755	7/7/2015	Rec Center - Gym	\$55.00	8787		
	Chapman Pool	\$216.00	8756				\$70.00	8788	7/24/2015
	Park/Field Rental	\$30.00	8757	7/10/2015	Rec Center - Equipment	\$100.00	8789		
	Chapman Pool	\$110.00	8758				\$94.00	8790	
7/8/2015	Chapman Pool	\$40.00	8759		7/25/2015	Chapman Pool	\$105.00	8791	7/29/2015
7/9/2015	Chapman Pool	\$136.00	8760		7/27/2015	Park/Field Rental	\$30.00	8792	
	Chapman Pool	\$100.00	8761				\$60.00	8793	
7/10/2015	Rec Center - Room	\$40.00	8762		7/28/2015	Chapman Pool	\$20.00	8794	
	Chapman Pool	\$104.00	8763				\$5.00	8795	
7/11/2015	Chapman Pool	\$65.00	8764	7/13/2015	Chapman Pool	\$160.00	8796		
7/12/2015	Rec Center - Gym	\$79.00	8765				\$386.50	8797	
	Chapman Pool	\$780.00	8766				\$300.00	8798	
7/13/2015	Chapman Pool	\$70.00	8767		7/29/2015	Rec Center - Gym	\$100.00	8799	7/30/2015
	Chapman Pool	\$406.00	8768				\$168.00	8800	
7/15/2015	Park/Field Rental	\$40.00	8769	7/15/2015	Chapman Pool	\$80.00	8801		
	Chapman Pool	\$50.00	8770				\$8,437.00		
	Chapman Pool	\$189.00	8771						
7/17/2015	Rec Center - Equipment	\$65.00	8772	7/20/2015					
	Chapman Pool	\$30.00	8773						
	Chapman Pool	\$241.00	8774						
7/18/2015	Rec Center - Gym	\$65.00	8775						
	Chapman Pool	\$65.00	8776						
	Chapman Pool	\$10.00	8777						
7/19/2015	Chapman Pool	\$60.00	8778						
	Chapman Pool	\$55.00	8779						
7/20/2015	Chapman Pool	\$60.00	8780						
	Chapman Pool	\$212.00	8781						
	TOTAL	\$5,885.50							

Oneida Recreation Department Monthly Revenue
July 2015

	Gym/Room Rental Monthly Comparison		% Increase/Decrease			
	2014 July	2015 July				
001-0017-2025 Chapman Pool		\$4,269.50				
001-0017-2030 Park/Field		\$190.00				
	Gym	\$1,405.00	138%			
	Room	\$10.00	1800%			
	Gym/Room Rental Yearly Comparison					
	8/1/2014	8/1/2015	% Increase/Decrease			
ARC	\$200.00		11%			
Gym Rental	\$3,357.50	\$2,915.50	78%			
Room Rental	\$290.00					
Equipment Rental	\$130.00					
001-0017-2031	Rec Center Total	\$3,977.50				
	TOTAL	\$8,437.00				
	Rec Center					
	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	10	17	27	0	54
	June	13	11	11	0	35
	July	11	14	7	0	32
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	TOTAL	110	104	123	2	339

RECREATION MAINTENANCE MONTHLY REPORT
MONTH JULY 2015

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	31.5
- Check Tennis/Basketball Courts	0
- Pool Maintenance	0
- Park Inspection	16
- Park Landscaping	211
- General Cleanup/Litter Pickup	6
- Carpentry Work/Painting	0
- Facility Winterizing	0
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	18
- Equipment & Vehicles: general maintenance/cleaning	4
- Miscellaneous:	11.75
TOTAL	298.25

**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***

July 2015

July, 2015	6/28-7/25	YTD
FIRE	\$2,326.23	\$8,900.90
RESCUE	\$928.65	\$4,837.41
NON-FIRE	\$1,626.50	\$13,491.32
EMERGENCY RESPONSE TOTALS	\$4,881.37	\$27,229.62
PERSONAL LEAVE (0112)	\$0.00	\$296.71
SICK/INJURY (0102)	\$4,346.31	\$16,548.78
BEREV/MILITARY (0102)	\$1,194.33	\$3,613.18
OPEN SHIFT (0114)	\$0.00	\$20,990.51
TRAINING/EMS (0107)	\$318.04	\$2,624.11
TRAINING- REG (0109)	\$0.00	\$764.67
REPAIR(0102)	\$0.00	\$184.66
FIRE MARSHAL (0108)	\$381.86	\$2,255.24
REG OT not categorized above(102)	\$99.46	\$3,090.30
FIRE ALARM WORK 110	\$0.00	\$485.74
OPERATIONAL TOTALS:	\$6,340.00	\$50,853.88
TOTAL:	\$11,221.37	\$78,083.50

TYPE OF CALLS REPORT
AND NUMBER OF CALLS

FIRE	2
RESCUE	144
NON FIRE	40
TOTAL	186

Call Comparison

	2014	2015	DIFF
FIRE	20	19	-1
RESCUE	994	961	-33
NON FIRE	293	251	-42
Totals:	1307	1231	-76

Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$125,000.00	\$10,521.47	\$74,333.47
Train/EMS 107	\$8,000.00	\$318.04	\$5,375.89
Fire Mar 108	\$5,900.00	\$381.86	\$3,644.76
Train/Reg 109	\$4,150.00	\$0.00	\$3,385.33
Pers Lv 112	\$2,500.00	\$0.00	\$2,203.29
Short Shift 114	\$21,840.00	\$0.00	\$849.49
FIRE ALARM WORK 110	\$4,000.00	\$0.00	\$3,514.26

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- July, 2015

Alarm Permits:	\$4450.00
Solid Fuel Burning Permits:	\$120.00
Tent Inspections:	\$120.00
Fire/Housing Inspections :	\$ 15635.00 billed as of 7/31/2015
Collected:	\$ 7985.00 as of 7/31/2015

2015 Inspections- Housing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	23	8	21	11	22	28	36						149
Reinsp *	4	10	16	11	9	33	31						114
Comp	2	5	2	3	3	7	7						29
3+ fam	4	5	3	2	4	6	14						38
No Shows	3	3		0	7	3	7						23

* # of units

2015 Fire Inspections

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Commercial	10	7		6	7	4	5						39
Pub Assembly				2	1	2	3						8
Educational													0
Total:	10	7		8	8	6	8						47
No show						1							1

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 JULY 2015

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	21
ASST. FIRE MARSHAL FIELDS	9
INSPECTOR BALL	3.5
INSPECTOR WALKER	0
INSPECTOR CAVANAGH	4.5
INSPECTOR KAZLAUSKAS	5.5
INSPECTOR KROL	2
INSPECTOR RELYEA	5.5
FIREFIGHTERS	19
TOTAL OFFICE HOURS	70

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	8
BUSINESS REINSPECTION	5
BUSINESS C OF C	3
PUBLIC ASSEMBLY INSPECTION	3
PUBLIC ASSEMBLY REINSPECTION	2
PUBLIC ASSEMBLY C OF C	1
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	1
ORDER TO VACATE	3
VACANT PLACARDS	1

OFFICE BREAKDOWN CONT.	TOTAL HOURS
VACANT BUILDING INSPECTIONS	0
KNOX BOX WORK	0
COMPLAINTS	0
NO SHOW	0
FLOOD DAMAGE INSPECTIONS	0 HOURS
MEETINGS / CODES SCHOOL	0 HOURS
PLAN REVIEW	2 HOURS
MISCELLEANOUS	14.5 HOURS
FIRE INVESTIGATION	6 HOURS
FIRE PREVENTION	7 HOURS

FIRE MARSHAL'S ACTIVITIES

- Dealing with George Clark property at 105-111 Madison Street. Received a complaint regarding falling bricks onto the Chinese Restaurant. Investigated and found the exterior of the building in bad condition. Advised Mr. Clark that a structural engineer would be required to perform an inspection and repairs would need to be satisfied to the engineers report.

- Attended fire prevention at the Big Truck Day at Glenwood Plaza. Brought Engine 3 and Truck 1 and set up in the parking lot. Met with lots of parents and children and showed our equipment.

- 24 Foreign exchange students visited the fire station. A tour was given and students were showed equipment and toured each piece of equipment.

- Responded to a structure fire on Schoolheimer Road. Arrived on scene and found heavy fire on the second floor. A quick knock down of the fire was accomplished by Shift 2 and a department recall was instituted. A fire investigation was completed.

**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

JULY 2015

-
1. **Activities**
 2. **Sales Tax Update**
 3. **Contingency Update**
 4. **Budget Update**

8/11/2015

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	57,406	\$ 348	\$ 62,977
<i>JUNE</i>	277,897	275,648	275,648	279,473	\$ 3,825	\$ 66,802
	58,543	50,709	50,709	52,559	\$ 1,849	\$ 68,652
	88,956	90,000	90,000	91,000	\$ 1,000	\$ 69,652
<i>JULY</i>	170,889	168,752	168,752	171,715	\$ 2,963	\$ 72,615
	191,776	162,757	162,757	226,533	\$ 63,776	\$ 136,390
2ND QTR	\$ 1,118,231	\$ 1,079,907	\$ 1,079,907	\$ 1,157,990	\$ 78,082	\$ 136,390
<i>AUGUST</i>	\$ 283,432	\$ 279,820	\$ 279,820	\$ 305,464	\$ 25,644	\$ 162,034
	61,457	56,308	56,308		\$ (56,308)	\$ 105,727
<i>SEPTEMBER</i>	274,481	286,563	274,481		\$ (274,481)	\$ (168,754)
	56,360	63,789	56,360		\$ (56,360)	\$ (225,114)
<i>OCTOBER</i>	234,751	243,839	234,751		\$ (234,751)	\$ (459,865)
	191,590	164,120	164,120			
3RD QTR	\$ 1,102,071	\$ 1,094,439	\$ 1,065,839	\$ 305,464	\$ (596,256)	\$ (459,865)
<i>NOVEMBER</i>	\$ 269,290	\$ 283,311	\$ 283,311		(283,311)	(743,176)
	47,361	45,145	45,145		(45,145)	(788,321)
<i>DECEMBER</i>	263,978	271,073	271,073		(271,073)	(1,059,394)
	46,343	53,595	53,595		(53,595)	(1,112,989)
	64,000	65,000	65,000		(65,000)	(1,177,989)
<i>JANUARY</i>	164,834	168,350	168,350		(168,350)	(1,346,339)
	195,721	284,283	241,393		(241,393)	(1,587,732)
4TH QTR	\$ 1,051,526	\$ 1,170,756	\$ 1,127,867	\$ -	\$ (1,127,867)	\$ (1,587,732)
TOTALS	\$ 4,340,000	\$ 4,393,903	\$ 4,300,000	\$ 2,548,147	\$ (1,587,732)	\$ (1,587,732)

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
8/4/2015	Water Bills for Apartments Acquired	001.8389.0400	\$ (9,900.00)	\$11,311
SEWER FUND:				
				\$20,000
3/17/2015	Madison County Sludge Removal	003.8110.0436	\$ (11,834.53)	<u>\$8,165</u>
7/7/2015	Haylor Freyer and Coon llab. Insurance	003.8110.0436	-\$3,200.50	<u>\$4,965</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	\$ (5,634.00)	\$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)	\$28,185
				\$28,185

Comptroller's Activities Report JULY 2015

1. Continue work on the following capital projects and financing:
 - Police Cars (3) – work on financing for cars received June 11; - COMPLETE
 - Police Equipment – Work on partial financing for items received to date;
 - Fire Rescue, Extrication Equipment and SCBA – Bids opened 6/23/2015
 - Kallet Boiler – 2/11/2015
 - Code Car
 - DPW Dump with Plow
 - Bullet Proof Vest Grant;
 - Streetscape;
 - Streambank Revitalization
 - Gas Monitoring;
 - Debris Cleanup; - Bids opened on 6/24/2015
 - Fish Creek; and
 - Rail Trail Project.
2. Attend Bid opening for Kallet Roof and preparation of Bid Results;
3. Review financial status and prepare reports;
4. Update Insurance as necessary;
5. Review insurance requirements for municipal contracts;
6. Continue work on vendor update project;
7. Update property acquired for taxes, complete spreadsheet and journal entries;
8. Begin work on budget;
9. Continued work on union contracts;
10. Month-end reports and reconciliations;
11. Payroll and Vouchers; and
12. Update and review collateralization of accounts.

**MONTHLY
REPORT**

**POLICE
DEPARTMENT**

	July			Year to date			Change from last year
	2013	2014	2015	2013	2014	2015	
Calls For Service	804	673	812	4559	4287	4413	PLUS 126
Criminal Offenses	216	147	139	1131	951	829	minus 122
Cleared Cases	169	95	102	858	696	632	minus 64
Arrests	111	79	79	592	587	515	minus 72
Parking Tickets	35	66	35	452	570	428	minus 142
Traffic Tickets	167	141	79	1012	1095	822	minus 273
DWI's	5	0	1	24	16	9	minus 72
Felony Charges	14	13	6	105	106	64	minus 42
Misdemeanor Charges	94	45	74	521	431	416	minus 15
Violation Charges	44	31	14	152	116	79	minus 37

	2014 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	555	473	577	630	698	681	673	679	679	592	524	556
Criminal Offenses	142	126	90	142	162	142	147	170	165	142	124	104
Clearances	95	103	57	111	136	99	95	129	139	115	95	80
Arrests	78	89	64	90	108	79	79	104	94	81	59	62
Parking Tickets	89	98	114	95	48	60	66	63	60	42	113	72
Traffic Tickets	152	204	147	143	166	142	141	149	114	130	89	67

	2015 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	543	472	602	607	652	725	812					
Criminal Offenses	122	73	135	102	158	100	139					
Clearances	96	53	105	81	132	63	102					
Arrests	87	41	76	62	102	68	79					
Parking Tickets	91	88	90	62	27	35	35					
Traffic Tickets	114	81	153	132	164	99	79					

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	1751.16		1751.16
Jun.	886.94	* \$8187.64	9074.58
Jul.	1128.42	\$160.74 SE	1289.16
Aug.			
Sep.			
Oct			
Nov			
Dec.			
Total	5355.99	9265.20	14,761.93
to date.			

*= PERMA Workers Comp reimbursement for Sgt. Loomis through 2/11/14. Jun Work comp reimbursement for Sgt. Loomis \$8187.64

SE Special Event reimbursement(July YMCA Walk traffic control)

Year to date Overtime 45,991.64
Reimbursements 14,761.93

Costs after reimbursement: \$\$31,229.71

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	\$ 3,155.25		
Jun.	\$ 1,428.28		
Jul.	\$ 924.50		
Aug			
Sept.			
Oct.			
Nov.			
Dec.			

Year to date: \$6189.04

MONTHLY REPORT

CITY CLERK

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
13 DEED REC. FEE	\$ 390.00	\$ 390.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
1 TAXI DRIVER	\$ 25.00	\$ 25.00
TAXI VEHICLES		\$ -
1 SIGN PERMIT	\$ 25.00	\$ 25.00
4 SITE PLAN	\$ 300.00	\$ 300.00
1 CONDITIONAL USE PERMIT	\$ 100.00	\$ 100.00
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
SEWER PERMIT		\$ -
2 TENT PERMIT	\$ 120.00	\$ 120.00
2 WOOD STOVE PERMIT	\$ 120.00	\$ 120.00
2 SOLICITOR LICENSE	\$ 250.00	\$ 250.00
22 ADDITIONAL SALESPERSON	\$ 330.00	\$ 330.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
76 ALARM	\$ 4,450.00	\$ 4,450.00
GARBAGE		\$ -
JUNK		\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION		\$ -
USE VARIANCE		\$ -
2 AREA VARIANCE	\$ 100.00	\$ 100.00
	<u>\$ 9,396.00</u>	<u>\$ 9,396.00</u>

MADISON COUNTY LANDFILL

22 CARDS	\$ 308.00	\$ 7.70
	<u>\$ 308.00</u>	<u>\$ 7.70</u>

GRAND TOTALS \$ 11,450.00 \$ 10,822.20

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 10,822.20
MADISON CO. TREAS.-LANDFILL	\$ 300.30
NYS DEPT. OF HEALTH	\$ 202.50
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 125.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 11,450.00</u>

17 DEATHS RECORDED
40 BIRTHS RECORDED
15 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

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 JULY, 2015

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	4,556.72
COUNTY PORTION	4,123.07
INTEREST AND PENALTIES	753.43
MAILING FEES AND ADVERTISING	5.00
DELINQUENT SCHOOL TAX COLLECTED	12,334.01
FEES ON SCHOOL TAXES	616.69
5% COLLECTOR'S FEE	616.69
ONEIDA TOWERS I AND II PILOT	46,651.69
WATER AND SEWER RENTS COLLECTED	280,879.64
WATER SERVICE CHARGES	10,127.79
TAX SALE CERTIFICATES	12,234.66
FEES ON TAX SALE CERTIFICATES	1,902.85
FILING FEES	154.34
ADVERTISING	40.00
CERTIFIED MAIL FEE	18.20
TAX SEARCHES	825.00
FINES AND PENALTIES (PARKING TICKETS)	1,170.00
SEPTAGE	4,042.50
COURT REPORT	5,945.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	10,495.70
POLICE REPORT	213.28

RECREATION DEPARTMENT

FIELD/PARK/POOL RENTAL	190.00
ADULT SOFTBALL	0.00
ARMORY REVENUE	4,067.50
SWIM REC/INST/SUITS	4,619.50

8,877.00

SALE OF REAL PROPERTY	11,000.00
UTILITY TAXES	30,352.03
BANKRUPTCIES	849.40
OCSO CIVIL SERVICE CHARGES	10,425.00
ESCROW DEPOSIT HALDENWANG	724.50
HEALTH INSURANCE	7,746.19
FIRE INSPECTION FEES	1,300.00
LEASE PROCEEDS OPD EQUIPMENT	3,500.00
INSURANCE RECOVERY	750.00
INSURANCE RECOVERY PERMA	8,187.64
SALE OF OFD RESCUE VEHICLE	25,000.00
MISC REFUND DPW	514.81
CS TEST FEE	15.00

0

SPECIAL ASSESSMENTS

128.87

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

RECEIPTS FROM MADISON COUNTY

MADISON COUNTY TO CITY OF ONEIDA
RE: OIN TAX REIMBURSEMENT

0

MADISON COUNTY MORTGAGE TAX

0

TOTAL REVENUES COLLECTED AND
DEPOSITED BY CITY CHAMBERLAIN

REDEPOSITED ITEMS	0.00
CD REHAB PAYMENTS	341.90
REVOLVING LOAN PAYMENTS	3,156.60
TOTAL FUNDS DEPOSITED	510,575.20
CITY/COUNTY TAXES COLLECTED	8,684.79
PERCENT COLLECTED AS OF JULY 31 2015	93.30%
2014-2015 ONEIDA SCHOOL TAX COLLECTED	12334.01
PERCENT COLLECTED AS OF JULY 31 2015	33.20%

July 2015

Monthly Report

Department of Planning and
Development

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

Planning Commission – July 16, 2015

Item #1 – Area Variance Request to park a boat in the front yard of a residential lot located at 227 North Willow Street, zoned R-2, by Jennifer Butler. The Planning Commission sent a Positive Referral to the Zoning Board of Appeals, noting the unique nature and comparative isolation of the parking area, and that it is a corner lot.

Item #2 – Area Variance Request for an 8' front yard setback to construct a porch at the front entrance on a residential lot located at 503 Seneca Street, zoned R-2, by Jeremy Carnahan. Noting that this request is consistent with other houses in the neighborhood, and the addition of a small front porch should not adversely affect the character of the neighborhood, the Planning Commission sent a Positive Referral to the Zoning Board of Appeals.

Item #3 – Area Variance Request for a 25' front yard setback to construct a front deck on a residential lot located at 434 Stone Street, zoned R-3, by Cheryl Brink. The Planning Commission agreed that the addition of a small front deck would improve the safety of the front entrance, bring it up to code, and should not adversely affect the character of the neighborhood. Therefore, they sent a Positive Referral to the Zoning Board of Appeals.

Item #4 – Sketch Plat Approval, Preliminary Plat Waiver and Final Plat Approval for a 4-lot Minor Subdivision located on Fairview Avenue, SBL# 38.00-1-31.1, zoned Agricultural, by Fair Hill, Inc. The Planning Commission granted Minor Subdivision Approval for the proposed 4-lot subdivision, with the addition of notations for on-site septic systems (Lots 1-4) and on-site water systems (Lots 3-4) to the mylar map.

Item #5 – Landscape Plan Approval for the Oneida Public Library located on Main Street, zoned R-3, by the Oneida Public Library. The Planning Commission approved the Landscape and Parking Plan with the condition that all existing trees along Elizabeth Street are to remain as part of the landscape plan.

Zoning Board of Appeals – July 30, 2015

Item #1 – Area Variance Request to allow a recreational vehicle to be parked in the front yard on a residential lot located at 1527 Union Street, zoned A, by Marlin Rine. This was tabled from the June meeting. The ZBA concluded that the trees on the east side of the house made it impossible to park the RV anywhere but on the west side, which is considered a front yard because it is a corner lot. The ZBA granted the Area Variance with the condition that it be limited to May through October of each year.

Item #2 – Area Variance Request to park a boat in the front yard of a residential lot located at 227 North Willow Street, zoned R-2, by Jennifer Butler. The ZBA discussed the request with the applicant, and reviewed the recommendation from the Planning Commission. The ZBA

approved the Area Variance request, agreeing that the unique nature and comparative isolation of the parking area would not adversely affect the character of the neighborhood.

Item #3 – Area Variance Request for an 8' front yard setback to construct a porch at the front entrance on a residential lot located at 503 Seneca Street, zoned R-2, by Jeremy Carnahan. The ZBA discussed the reconstruction of the structure after a fire, and noted that the main entrance to the structure would be located on Belmont Avenue. The Area Variance was approved, and the applicant will have the address changed in the 911 system to reflect the new access.

Item #4 – Area Variance Request for a 25' front yard setback to construct a front deck on a residential lot located at 434 Stone Street, zoned R-3, by Cheryl Brink. The ZBA decided that the addition of a small front deck would improve the safety of the front entrance, bring it up to code, and should not adversely affect the character of the neighborhood, as noted by the Planning Commission. The ZBA approved the Area Variance Request.

Revolving Loan Fund

Current balance as of July 31, 2015 - \$418,386.58. Recorded and processed monthly loan payments.

In-House Grants

All Seasonings Ingredients, Inc. grant closeout documentation was completed and submitted to the state this month, as stipulated in the original grant agreement. Continue grant work on Housing Rehabilitation projects.

Brookside Crossing Townhomes

Worked with developer to address concerns from neighbor.

Oneida Public Library

Reviewed and requested modifications and additional details for final landscape and parking plan to be submitted for approval by the Planning Commission.

West Elm Street Project

Waiting for two easements to be finalized. Working with IDA on potential businesses. Fielded questions from neighbors as to timeframe of project.

Upstate Revitalization Initiative

Attended Central New York Strategy Summit in Syracuse for updates and input of key investments and strategies for the Central New York submission.

Update Meeting

Met with Mayor Smith to review department projects.

HP Hood LLC Project

Working with HP Hood's consultants to finalize fencing and landscaping details, both adjacent to Allen Park and along Genesee Street in front of the new addition.

Kallet Civic Center

Attended work session with Kallet's Executive Director, Board members, and Common Council to discuss their progress.

Met with the Executive Director of the Earlville Opera House to talk about how to assist the Kallet Board without reinventing everything. Then followed up with a meeting with Kerryanne Kennedy to pass along the information and suggestions from EOH.

New York State Unified Solar Permit

Prepared information for Common Council to move forward with the Zoning Ordinance Amendment, which is needed before the adoption of the unified permit. Zoning Ordinance Amendment and adoption of NYS Unified Solar Permit will go before the Common Council in August for approval.

NY Main Street Technical Assistance Grant

Working closely with Rick Hauser, In. Site: Architecture, LLP consultant, to begin the project. Finalized details for Project Kick-off meeting, to be held in August.

Sign Ordinance Amendments

Went through all recommended changes and updated language with Code Officer.

City Solar Project

Worked with City Engineer, City Attorney and groSolar staff on issues raised by neighbors.

Ongoing work

Daily tasks including regular administration of programs, preparation for Planning Commission and Zoning Board of Appeals meetings (agendas, minutes, legal notices, review of applications, preparation of meeting packets, etc.), monthly reports, follow-up on various projects, voucher submissions, assistance to residents and business owners for various applications, consultations on potential projects, questions from public and other agencies, dissemination of information as requested.