

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, 2014

CITY AND COUNTY TAXES COLLECTED		
CITY PORTION		9,969.42
COUNTY PORTION		9,594.67
INTEREST AND PENALTIES		1,760.78
NOTICE MAILING FEES		75.00
DELINQUENT SCHOOL TAX COLLECTED		9,597.08
FEES ON SCHOOL TAXES		479.86
5% COLLECTOR'S FEE		479.86
WATER AND SEWER RENTS COLLECTED		426,102.74
WATER SERVICE CHARGES		20,423.32
TAX SALE CERTIFICATES		35,082.60
FEES ON TAX SALE CERTIFICATES		6,541.84
FILING FEES		876.00
ADVERTISING		188.00
CERTIFIED MAIL FEE		27.75
TAX SEARCHES		770.00
FINES AND PENALTIES (PARKING TICKETS)		1,650.00
TOTAL SEPTAGE		1,726.25
COURT REPORT	APR MAY & JUN	24,665.08
COURT-BAIL FORFEIT		0
CITY CLERK EARNINGS		8,721.72
POLICE REPORT		56.25

RECREATION DEPARTMENT

ARMORY REVENUE	1,829.00
FIELD/PRK/POOL RENTAL	182.50
SWIM RED/INST/SUITS	3,869.00
ADULT SOFTBALL	0.00

FIRE RESCUE VECHICLE FEES	946.00
UTILITY TAXES	38,957.47
FIRE INSPECTION FEES	1,325.00
F LOOD INS RECOVERY OFD BOOTS	1,880.00
BANKRUPTCY	717.64
HEALTH INSURANCE	7,284.11
RETURN CHECK FEE	20.00
KENWOOD SEWER	11,349.21
ESCROW PAYMENT	450.00
MISC REFUND USED OIL	53.00
OCSD CIVIL SERVICE CHARGE	10,128.00
INSURANCE RECOVERY	2,485.40
INSURANCE RECOVERY PERMA	2,960.55

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

SONY ABANDONED PROPERTY	0.00
SONY HEALTH INSURANCE REFUND	0.00

RECEIPTS FROM MADISON COUNTY

MADISON COUNTY TO OPD DWI	336.73
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SPECIAL ASSESSMENTS

164.92

REDEPOSITED ITEMS	0.00
CD REHAB PAYMENTS	533.37
REVOLVING LOAN PAYMENTS	5,322.22
TOTAL FUNDS DEPOSITED	649,582.34
CITY/COUNTY TAXES COLLECTED	9,594.67
PERCENT COLLECTED AS OF JULY 31, 2014	95.10%
2013-14 ONEIDA CITY SCHOOL TAX	\$9,597.08
PERCENT COLLECTED AS OF JULY 31, 2014	38.30%



**CITY OF ONEIDA
OFFICE OF THE COMPTROLLER**

LINDA M. PEASE, CMFO
City Comptroller

NATALIE L. MOORE
Deputy City Comptroller



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Oneida, New York 13421
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COMPTROLLER MONTHLY REPORTS

JULY 2014

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1. Sales Tax Update;
 2. Budget Update;
 3. Contingency Update;
 4. Monthly Activities; and

Comptroller's Activities Report JULY 2014

1. Finalize 2013 Audit;
2. Budget Preparations;
3. Begin projections for year-end; and
4. Review and prepare new debt service schedules.

2014 SALES TAX

MONTH	BUDGET 2013	ACTUAL 2013		BUDGET 2014	ACTUAL 2014	PERIOD VARIANCE	Y-T-D VARIANCE
<i>FEBRUARY</i>	\$ 309,412	\$ 298,111	27.89%	\$ 297,964	\$ 277,588	\$ (20,376)	\$ (20,376)
	58,195	59,132	5.53%	\$ 59,102	64,395	5,293	(15,083)
<i>MARCH</i>	266,327	260,399	24.37%	\$ 260,270	241,332	(18,938)	(34,021)
	51,897	50,342	4.71%	\$ 50,317	46,864	(3,453)	(37,475)
<i>APRIL</i>	173,869	167,104	15.64%	\$ 167,021	163,637	(3,384)	(40,859)
	88,330	233,613	21.86%	\$ 233,497	254,985	21,488	(19,371)
1ST QTR	\$ 948,029	\$ 1,068,701	100.00%	\$ 1,068,171	\$ 1,048,800	\$ (19,371)	\$ (19,371)
<i>MAY</i>	\$ 296,378	\$ 279,429	24.98%	\$ 279,291	\$ 274,983	(4,308)	(23,679)
	56,896	50,904	4.55%	\$ 50,879	57,058	6,179	(17,500)
<i>JUNE</i>	297,401	278,034	24.85%	\$ 277,897	275,648	(2,249)	(19,749)
	52,742	58,572	5.24%	\$ 58,543	50,709	(7,834)	(27,583)
	93,788	89,000	7.96%	\$ 88,956	90,000	1,044	(26,539)
<i>JULY</i>	169,292	170,974	15.28%	\$ 170,889	168,752	(2,137)	(28,676)
	147,782	191,872	17.15%	\$ 191,776	162,757	(29,019)	(57,695)
2ND QTR	\$ 1,114,280	\$ 1,118,785	100.00%	\$ 1,118,231	\$ 1,079,907	\$ (38,324)	\$ (57,695)
<i>AUGUST</i>	\$ 294,854	\$ 283,572	25.72%	\$ 283,432	\$ 279,820	(3,612)	(61,307)
	54,931	61,488	5.58%	\$ 61,457	56,308	(5,150)	(66,456)
<i>SEPTEMBER</i>	297,330	274,617	24.91%	\$ 274,481		(274,481)	(340,937)
	49,937	56,388	5.11%	\$ 56,360		(56,360)	(397,298)
<i>OCTOBER</i>	247,204	234,867	21.30%	\$ 234,751		(234,751)	(632,048)
	148,987	191,685	17.38%	\$ 191,590		(191,590)	(823,639)
3RD QTR	\$ 1,093,242	\$ 1,102,618	100.00%	\$ 1,102,071	\$ 336,127	\$ (765,944)	
<i>NOVEMBER</i>	\$ 285,297	\$ 269,811	25.65%	\$ 285,297		(285,297)	(1,108,936)
	46,541	47,361	4.50%	46,541		(46,541)	(1,155,477)
<i>DECEMBER</i>	277,753	263,978	25.09%	277,753		(277,753)	(1,433,230)
	52,190	46,343	4.41%	52,190		(52,190)	(1,485,420)
	67,144	64,000	6.08%	67,144		(67,144)	(1,552,564)
<i>JANUARY</i>	185,333	164,834	15.67%	185,333		(185,333)	(1,737,897)
	180,190	195,721	18.60%	180,190		(180,190)	(1,918,088)
4TH QTR	\$ 1,094,449	\$ 1,052,047	100.00%	\$ 1,094,449	\$	\$ (1,094,449)	\$-
TOTALS	\$ 4,250,000	\$ 4,342,151		\$ 4,382,922	\$ 2,464,835	\$ (1,918,088)	

2014 CONTINGENCY

DATE	DESCRIPTION	ACCOUNT	AMOUNT	BALANCE
GENERAL FUND:				\$50,000
1/21/2014	Mayor Expense Line	001.1210.0400	-\$1,000	\$49,000
3/4/2014	Memorial Day Parade	001.6511.0400	-\$1,500	\$47,500
5/6/2014	Attorney Miscellaneous	various	-\$42,000	\$5,500
5/6/2014	Assessor Contracts	001.1355.0403	-\$500	\$5,000
6/3/2014	Central Stores	001.1660.0300	-\$5,000	\$0
SEWER FUND:				\$5,500.00
7/15/2014	Sewer Overtime	003.8110.0102	(\$5,500)	\$0
WATER FUND:				\$58,738
4/2/2014	EQUIPMENT	002.8300.0200	(\$25,000)	\$33,738
6/3/2014	WATER-METERS	002.8300.0324	(\$2,000)	\$31,738

CITY OF ONEIDA

Revenue / Expense Control Report

Fiscal Year: 2014 Period From: 1 To: 12

Fund 001 Type R	Curr. Month Total Rev / Exp	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Budget Balance	YTD Encumbered	YTD Available Balance	Percent Rev/Exp Balance
GENERAL FUND								
Revenue								
Dept 0010 REAL PROPERTY TAXES	0.00	(3,251,339.00)	(3,251,339.00)	(3,245,944.88)	(5,394.12)	0.00	(5,394.12)	99.83
Dept 0015 REAL PROPERTY TAXES & ITEMS	0.00	(161,600.00)	(161,600.00)	(60,127.43)	(101,472.57)	0.00	(101,472.57)	37.21
Dept 0016 NON PROPERTY TAX ITEMS	0.00	(4,586,000.00)	(4,586,000.00)	(1,927,896.89)	(2,658,103.11)	0.00	(2,658,103.11)	42.04
Dept 0017 DEPARTMENTAL INCOME	(7,245.35)	(190,900.00)	(229,340.60)	(143,596.90)	(85,743.70)	0.00	(85,743.70)	62.61
Dept 0018 INTERGOVERNMENTAL CHARGES	(980.00)	(724,906.00)	(461,967.00)	(390,504.67)	(71,462.33)	0.00	(71,462.33)	84.53
Dept 0019 USE OF MONEY AND PROPERTY	0.00	(35,000.00)	(35,000.00)	(17,465.11)	(17,534.89)	0.00	(17,534.89)	49.90
Dept 0020 LICENSES AND PERMITS	(5,326.00)	(52,890.00)	(52,890.00)	(67,801.39)	14,911.39	0.00	14,911.39	128.19
Dept 0021 FINES AND FORFEITURES	(6,585.75)	(121,000.00)	(121,000.00)	(70,240.33)	(50,759.67)	0.00	(50,759.67)	58.05
Dept 0022 SALE OF PROPERTY/COMP FOR LOSS	0.00	(20,000.00)	(33,500.00)	(42,749.43)	9,249.43	0.00	9,249.43	127.61
Dept 0023 MISCELLANEOUS	(10,050.00)	(14,000.00)	(14,951.26)	(27,613.49)	12,662.23	0.00	12,662.23	184.69
Dept 0024 INTERFUND TRANSFERS	0.00	(127,000.00)	(127,000.00)	(614.03)	(126,385.97)	0.00	(126,385.97)	0.48
Dept 0025 STATE AID	0.00	(1,853,877.00)	(1,853,877.00)	(52,148.00)	(1,801,729.00)	0.00	(1,801,729.00)	2.81
Revenue	(30,187.10)	(11,138,512.00)	(10,928,464.86)	(6,046,702.55)	(4,881,762.31)	0.00	(4,881,762.31)	55.33
Expense								
Dept 1010 COMMON COUNCIL	1,339.23	34,820.00	34,820.00	22,376.45	12,443.55	0.00	12,443.55	64.26
Dept 1210 MAYOR	1,619.60	42,110.00	43,110.00	28,364.33	14,745.67	0.00	14,745.67	65.80
Dept 1315 COMPTROLLER	4,807.18	134,225.00	134,225.00	74,911.34	59,313.66	16,850.00	42,463.66	55.81
Dept 1325 CHAMBERLAIN	2,187.52	57,451.00	57,451.00	36,546.82	20,904.18	0.00	20,904.18	63.61
Dept 1355 ASSESSOR	3,306.16	99,844.00	103,858.46	58,990.41	44,868.05	1,846.03	43,022.02	56.80
Dept 1364 EXP ON ACQ PROP	225.00	12,500.00	12,500.00	6,825.87	5,674.13	0.00	5,674.13	54.61
Dept 1410 CLERK	2,935.06	68,747.00	68,747.00	44,046.19	24,700.81	0.00	24,700.81	64.07
Dept 1420 LAW	0.00	126,625.00	168,625.00	102,484.57	66,140.43	0.00	66,140.43	60.78
Dept 1430 CIVIL SERVICE	1,578.01	44,146.00	44,146.00	28,617.13	15,528.87	0.00	15,528.87	64.82
Dept 1620 BUILDINGS	22,088.93	332,389.00	345,719.00	238,506.80	107,212.20	4,345.93	102,866.27	68.99
Dept 1660 CENTRAL STORES	0.00	8,000.00	13,097.98	4,727.92	8,370.06	1,049.50	7,320.56	36.10
Dept 1680 OFFICE TECHNOLOGY SUPPORT	1,131.26	38,472.00	38,472.00	28,297.34	10,174.66	736.94	9,437.72	73.55
Dept 1722 JUNE 2013 FLOOD EVENT	0.00	0.00	281.16	281.16	0.00	0.00	0.00	100.00
Dept 1910 INSURANCE	0.00	125,000.00	125,000.00	123,248.49	1,751.51	0.00	1,751.51	98.60
Dept 1920 NYCOM	0.00	4,940.00	4,940.00	4,940.00	0.00	0.00	0.00	100.00
Dept 1950 TAX SALE ADVERTISING	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00

CITY OF ONEIDA

Revenue / Expense Control Report

Prepared By: LPEASE

Fiscal Year: 2014 Period From: 1 To: 12

Fund 001 Type E	GENERAL FUND Expense	Curr. Month Total Rev / Exp	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Budget Balance	YTD Encumbered	YTD Available Balance	Percent Rev/Exp Balance
Dept 9550	TRANSFER TO CAPITAL	187,828.54	1,997,456.00	1,997,456.00	1,388,799.88	608,656.12	0.00	608,656.12	
Dept 9710	DEBT SERVICE	0.00	0.00	262,939.00	109,000.00	153,939.00	0.00	153,939.00	41.45
		0.00	432,000.00	432,000.00	41,622.76	390,377.24	0.00	390,377.24	9.63
Total Type E	Expense	494,829.17	11,706,986.00	11,789,081.81	6,598,320.93	5,190,760.88	221,326.42	4,969,434.46	55.97
Total Fund 001	GENERAL FUND	464,642.07	568,474.00	860,616.95	551,618.38	308,998.57	221,326.42	87,672.15	64.10
Fund 002 Type R	WATER Revenue								
Dept 0017	DEPARTMENTAL INCOME	45.00	(3,117,496.00)	(3,117,496.00)	(1,512,603.99)	(1,604,892.01)	0.00	(1,604,892.01)	48.52
Dept 0019	USE OF MONEY AND PROPERTY	0.00	(7,000.00)	(7,000.00)	(10,554.43)	3,554.43	0.00	3,554.43	150.78
Dept 0022	SALE OF PROPERTY/COMP FOR LOSS	(351.87)	0.00	0.00	(13,789.58)	13,789.58	0.00	13,789.58	0.00
Dept 0023	MISCELLANEOUS	0.00	0.00	0.00	(1,479.35)	1,479.35	0.00	1,479.35	0.00
Dept 0024	INTERFUND TRANSFERS	0.00	0.00	0.00	(24,195.68)	24,195.68	0.00	24,195.68	0.00
Total Type R	Revenue	(306.87)	(3,124,496.00)	(3,124,496.00)	(1,562,623.03)	(1,561,872.97)	0.00	(1,561,872.97)	50.01
Type E	Expense								
Dept 8300	WATER	46,393.82	2,234,694.00	2,193,383.15	1,099,059.87	1,094,323.28	291,707.46	802,615.82	50.11
Dept 9010	EMPLOYEES RETIREMENT	0.00	164,889.00	164,889.00	35,459.00	129,430.00	0.00	129,430.00	21.50
Dept 9030	SOCIAL SECURITY	1,848.22	51,900.00	51,900.00	29,738.22	22,161.78	0.00	22,161.78	57.30
Dept 9035	MEDICARE	432.26	12,138.00	12,138.00	6,954.92	5,183.08	0.00	5,183.08	57.30
Dept 9040	WORKERS COMP	0.00	38,025.00	38,025.00	38,025.00	0.00	0.00	0.00	100.00
Dept 9060	HOSPITALIZATION	26,702.43	304,579.00	304,579.00	191,059.55	113,519.45	0.00	113,519.45	62.73
Dept 9550	TRANSFER TO CAPITAL	0.00	0.00	880,000.00	880,000.00	0.00	0.00	0.00	100.00
Dept 9710	DEBT SERVICE	0.00	273,851.00	273,851.00	259,311.62	14,539.38	0.00	14,539.38	94.69
Total Type E	Expense	75,376.73	3,080,076.00	3,918,765.15	2,539,608.18	1,379,156.97	291,707.46	1,067,449.51	64.81
Total Fund 002	WATER	75,069.86	(44,420.00)	794,269.15	976,985.15	(182,716.00)	291,707.46	(474,423.46)	123.00
Fund 003 Type R	SEWER Revenue								
Dept 0017	DEPARTMENTAL INCOME	0.00	(2,210,679.00)	(2,210,679.00)	(1,177,074.13)	(1,033,604.87)	0.00	(1,033,604.87)	53.24
Dept 0019	USE OF MONEY AND PROPERTY	0.00	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00	(5,000.00)	0.00
Dept 0022	SALE OF PROPERTY/COMP FOR LOSS	0.00	(410,000.00)	(410,000.00)	0.00	(410,000.00)	0.00	(410,000.00)	0.00
Dept 0023	MISCELLANEOUS	0.00	(26,743.00)	(26,743.00)	(10,136.25)	(16,606.75)	0.00	(16,606.75)	37.90
Total Type R	Revenue	0.00	(2,652,422.00)	(2,652,422.00)	(1,187,210.38)	(1,465,211.62)	0.00	(1,465,211.62)	44.76

CITY OF ONEIDA

Revenue / Expense Control Report

Fiscal Year: 2014 Period From: 1 To: 12

Fund 003 Type E	Dept	Expense	Curr. Month Total Rev / Exp	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Budget Balance	YTD Encumbered	YTD Available Balance	Percent Rev/Exp Balance
	Dept 1722	SEWER	0.00	0.00	16,308.50	6,949.40	9,359.10	0.00	9,359.10	42.61
	Dept 8110	JUNE 2013 FLOOD EVENT	68,593.99	1,896,992.00	1,932,172.73	750,099.55	1,182,073.18	174,365.79	1,007,707.39	38.82
	Dept 9010	EMPLOYEES RETIREMENT	0.00	99,624.00	99,624.00	21,584.00	78,040.00	0.00	78,040.00	21.67
	Dept 9030	SOCIAL SECURITY	1,248.87	35,967.00	35,967.00	19,805.87	16,161.13	0.00	16,161.13	55.07
	Dept 9035	MEDICARE	292.06	8,412.00	8,412.00	4,631.71	3,780.29	0.00	3,780.29	55.06
	Dept 9040	WORKERS COMP	0.00	25,649.00	25,649.00	25,649.00	0.00	0.00	0.00	100.00
	Dept 9060	HOSPITALIZATION	12,815.29	142,078.00	142,078.00	89,816.58	52,261.42	0.00	52,261.42	63.22
	Dept 9710	DEBT SERVICE	0.00	717,209.00	721,309.00	294,161.24	427,147.76	0.00	427,147.76	40.78
Total Type E		Expense	82,950.21	2,925,931.00	2,981,520.23	1,212,697.35	1,768,822.88	174,365.79	1,594,457.09	40.67
Total Fund 003		SEWER	82,950.21	273,509.00	329,096.23	25,486.97	303,611.26	174,365.79	126,245.47	7.74
Grand Total			622,662.14	797,563.00	1,983,984.33	1,554,090.50	429,893.83	687,399.67	(257,505.84)	78.33

NOTE: One or more accounts may not be printed due to Account Table restrictions.

MONTHLY REPORT

CITY CLERK

CITY OF ONEIDA
OFFICE OF THE CITY CLERK

REPORT FOR THE MONTH OF JULY 2014

COUNTER SERVICE:

Total Income from Counter Service: \$ 11,127.50
 City's Share of Total Income: \$ 10,342.80

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
DOGS		
LATE FEE	\$ -	\$ -
TAG		
2 IMPOUNDMENT	\$ 125.00	\$ 125.00
S/N NYS SURCHARGE \$ 1.00	\$ 70.00	\$ -
70 LICENSES S/N	\$ 770.00	\$ 770.00
18 LICENSES UN S/N	\$ 450.00	\$ 450.00
LICENSES NO FEE	\$ -	\$ -
US/UN NYS SURCHARGE \$ 3.00	\$ 54.00	\$ -
DOG ADJUSTMENT	\$ -	\$ -
	<u>\$ 1,469.00</u>	<u>\$ 1,345.00</u>
BINGO		
GAMES RECEIPTS	<u>\$ -</u>	<u>\$ -</u>
GAMES OF CHANCE/BELL JAR		
RECEIPTS GAMES	<u>\$ -</u>	<u>\$ -</u>
MARRIAGES		
13 LICENSES	\$ 520.00	\$ 227.50
	<u>\$ 520.00</u>	<u>\$ 227.50</u>
OTHER ITEMS		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 239.50	\$ 239.50
207 MISC CERTIFICATES	\$ 2,070.00	\$ 2,070.00
9 CERT OF OCCUPANCY	\$ 155.00	\$ 155.00
9 BUILDING PERMITS	\$ 1,896.00	\$ 1,896.00
BUILDING PERMIT FEES (LATE)	\$ 1,550.00	\$ 1,550.00
SECOND HAND DEALERS PERMIT		\$ -
TRUSS ID		\$ -
Z.B.A. APPLICATIONS		\$ -
TRAILER PARK PERMITS		\$ -
AMUSEMENT DEVICE LICENSES		\$ -
EXCAVATION PERMITS		\$ -
TAXI BUSINESS		\$ -

ITEMS	TOTAL	
	FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
19 DEED REC. FEE	\$ 570.00	\$ 570.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
5 TAXI DRIVER	\$ 125.00	\$ 125.00
TAXI VEHICLES		\$ -
3 SIGN PERMIT	\$ 175.00	\$ 175.00
1 SITE PLAN	\$ 100.00	\$ 100.00
CONDITIONAL USE PERMIT		\$ -
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
SEWER PERMIT		\$ -
1 TENT PERMIT	\$ 60.00	\$ 60.00
3 WOOD STOVE PERMIT	\$ 180.00	\$ 180.00
2 SOLICITOR LICENSE	\$ 175.00	\$ 175.00
14 ADDITIONAL SALESPERSON	\$ 210.00	\$ 210.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
19 ALARM	\$ 980.00	\$ 980.00
GARBAGE		\$ -
JUNK		\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION		\$ -
1 USE VARIANCE	\$ 200.00	\$ 200.00
1 AREA VARIANCE	\$ 50.00	\$ 50.00
	<u>\$ 8,760.50</u>	<u>\$ 8,760.50</u>

MADISON COUNTY LANDFILL

28 CARDS	\$ 378.00	\$ 9.80
	<u>\$ 378.00</u>	<u>\$ 9.80</u>

GRAND TOTALS \$ 11,127.50 \$ 10,342.80

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 10,342.80
MADISON CO. TREAS.-LANDFILL	\$ 368.20
NYS DEPT. OF HEALTH	\$ 292.50
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 124.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 11,127.50</u>

18 DEATHS RECORDED
37 BIRTHS RECORDED
13 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

**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 2014

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, 2014

Alarm Permits:	\$980
Solid Fuel Burning Permits:	\$180
Tent Inspections:	\$60
Fire/Housing Inspections:	\$12685.00 billed as of 07/31/2014
Collected:	\$10325.00 as of 07/31/2014

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 2014

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	23.5
ASST. FIRE MARSHAL FIELDS	10
INSPECTOR BALL	4.5
INSPECTOR WALKER	9
INSPECTOR CAVANAGH	10.5
INSPECTOR KAZLAUSKAS	4
INSPECTOR KROL	4
FIREFIGHTERS	24
TOTAL OFFICE HOURS	89.5

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	7
BUSINESS REINSPECTION	4
BUSINESS C OF C	3
PUBLIC ASSEMBLY INSPECTION	0
PUBLIC ASSEMBLY REINSPECTION	1
PUBLIC ASSEMBLY C OF C	1
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	2
ORDER TO VACATE	2
VACANT PLACARDS	0
VACANT BUILDING INSPECTIONS	20

OFFICE BREAKDOWN CONT.	TOTAL HOURS
COMPLAINTS	1
NO SHOW	1
FLOOD DAMAGE INSPECTIONS	0 HOURS
MEETINGS / CODES SCHOOL	0 HOURS
PLAN REVIEW	0 HOURS
MISCELLEANOUS	25 HOURS
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	3 HOURS

FIRE MARSHAL'S ACTIVITIES

- **See attached building collapse report.**
- **In the months of July and August, all of the placarded vacant building will be inspected by the Fire Marshal's Office. See the attached sample form that is used for each building. I divide and assign each shift approximately 10-15 vacant buildings for them to inspect and report back to me with the completed forms.**
- **The HP Hood expansion is moving along on schedule. I have had numerous site inspections throughout their process so far.**
- **Prepared a 1 year and a 5 year budget plan for the Fire Marshal's Office.**

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

Date: July 10, 2014

**Re: Heath Waterman
3380 Stone Road
Madison, NY 13402**

SBL: 30.72-1-91

Address: 128 Phelps Street, Oneida, NY 13421

On Wednesday, July 2, 2014, the Oneida Fire Department was alerted by the Madison County 911 center for a reported building collapse at 128 Phelps Street. Upon arrival, I observed a three story building with the entire East exterior wall collapsed into the adjoining parking lot. Initially, it was unknown if the building was occupied or vacant.

My size up included contacting National Grid to secure the power and gas to the building, having Vineall ambulance respond to stand by, and the Oneida Police Department to help secure the scene. It was soon determined that there was nobody in the direct collapse zone of the building and the first floor business was closed at the time. With the exterior wall collapsed on the ground, I observed a car in the parking lot with the front end covered by bricks, the interior walls were exposed, and a large section of the roof was collapsing into the third floor. I instructed Lieutenant Hoffman to use the Tower Ladder to check the second and third floors via the windows on the front of the building. No occupants were found.

I had advised our base station that we needed to get in touch with the owners of the collapsed building and the adjoining building and have them respond to the scene. Also notified were the Fire Chief, Mayor, and City Engineer. Upon arrival of the Fire Chief, I advised him of the situation and that we were in a defensive mode and were awaiting arrival of the owners and the City Engineer.

National Grid arrived and secured the utilities to both buildings. They had advised that they were going to have to dig in the adjoining parking lot to secure the gas due the shut off for the gas was under the collapsed wall. Upon arrival of the City Engineer, I updated him on the situation. I advised him that in my opinion the building was in imminent danger of further collapse and should be demolished. He agreed, and I advised him due to the large scope of the project, we should contact a structural engineer to confirm our thoughts and that we should contact CCI from Canastota, NY for consulting work on the demolition.

By this time, the owners of both buildings had arrived and the Fire Chief and I had advised both owners of the situation. Mr. Doug Fusillo and Mr. John Massarotti from CCI arrived and were advised of the situation as well. Mr. Fusillo requested to inspect the interior of the adjoining building for damage. Upon inspection of the interior of the adjoining building, it was found that the common load bearing wall between the two buildings was in poor condition. The roof from the collapsed building had wedged the roof rafters into the existing building causing concern for demolition. It was discussed and decided to have a structural engineer come the next day and give recommendation on how to proceed with demolition.

The following day, engineers from Obrien and Geer arrived to conduct a survey of both buildings. Their determination was due to the structural integrity of the common load bearing wall being compromised, there was no way to save the wall without exposing the wall to a potential collapse. Their recommendation was to demolish both buildings. Upon review of their recommendation, myself and the City Engineer both agreed with the report and an Order to Vacate by the Fire Marshal's Office was issued for both buildings.

On July 4, 2014, CCI construction demolished both buildings. Currently the area of the demolition has been secured with barricades and a large pile of debris remains. If you have any questions, please feel free to contact me anytime.

Sincerely,

Timothy S. Cowan
Fire Marshal

Building Marking

Vacant/Abandoned Building Evaluation Form

X

Address: 1600 CANAL ROAD

Property Name: _____

Owner Name: VINCENT MARIANO Telephone: _____

Owner Address: 207 E. RAILROAD ST., ONEIDA, NY 13421

Answer each of the following questions about the building. Select multiple options, if necessary; explain response.
Draw a simple sketch of the location and explain your observations in a brief narrative.

Building Security	
<input checked="" type="checkbox"/> Secure	<input type="checkbox"/> Open/unsecured <input type="checkbox"/> Signs of recent entry
Utilities (Note Entry Points for each active utility on sketch)	
Active Utilities	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If Yes: <input type="checkbox"/> Gas <input type="checkbox"/> Electricity <input type="checkbox"/> Oil <input type="checkbox"/> Water
Building Use (The original use of the building and how it was last used) SINGLE FAMILY	
Building Construction	
Number of Floors 2	Basement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Sub-Basement <input type="checkbox"/> Multi Sub-Levels
Exterior Walls	<input type="checkbox"/> Block/Brick <input type="checkbox"/> Curtain Wall <input checked="" type="checkbox"/> Wood <input type="checkbox"/> Metal Tie Rods (stars)
Openings in Exterior Walls (Windows, Doors, etc.)	<input checked="" type="checkbox"/> Many <input type="checkbox"/> Few <input type="checkbox"/> Windowless
Structural Members (Beams, Girders, Columns)	<input type="checkbox"/> Steel <input type="checkbox"/> Concrete <input checked="" type="checkbox"/> Wood <input type="checkbox"/> Mixed (Describe)
Truss Construction	<input type="checkbox"/> Roof <input type="checkbox"/> Floors
Exposed Structural Members (Beams, Girders, Columns & Trusses)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Ceiling Type	<input type="checkbox"/> None <input type="checkbox"/> Suspended <input type="checkbox"/> Metal <input checked="" type="checkbox"/> Sheetrock/Plaster <input type="checkbox"/> Wood
Condition of Interior Walls and Floors (Integrity of compartmentation)	
<input type="checkbox"/> Good <input checked="" type="checkbox"/> Deteriorating	<input type="checkbox"/> Multiple penetrations that would allow fire spread <input type="checkbox"/> Walls <input type="checkbox"/> Floors
Condition of Roof	
<input type="checkbox"/> Good <input checked="" type="checkbox"/> Some instability/deterioration	<input type="checkbox"/> Major deterioration
General Condition of Structure	
<input type="checkbox"/> Good <input type="checkbox"/> Minor structural instability	<input checked="" type="checkbox"/> Major deterioration of structural elements
Fire Protection Systems	
Operational Fire Alarm System	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Operational Sprinkler System (Valves open, pressure showing on gauges)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> System off, but usable if supplied through FD connection
Operational Standpipe System	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Fire Department Connection (If Yes, note location on sketch)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Fire Potential

Fuel Packages (Fuel Load)

Quantity Numerous Moderate Limited

Distribution Concentrated Spread out

Housekeeping Good Poor

Interior Finish Combustible Non-combustible Mixed (Describe)

Room Size Large Moderate Small

Potential for a delay in FD notification High Medium Low

Exposures (Note locations on sketch)

Location A side B side C side D side

Separation (ft) 75

Occupied (Y/N) Y

Suppression Operations

Hazards In Building Holes in Floors Missing Stairs Open Shafts/pits

Building Access: 4 sides 3 sides 2 Sides Limited

Interior Layout Complicated Normal - Walls/Partitions Open

Water Supply: Adequate Inadequate (Note Locations on Sketch)

Hazardous materials located on the site
(If Yes, describe in detail)

Yes None Observed

Conditions that require immediate correction
(If Yes, describe in detail)

Yes No

Analysis of the building (provide *your* analysis of the building)

	<input checked="" type="checkbox"/> High	Moderate	Low
Potential for an exposure fire (extension to another building)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
Potential for a Multi-Room fire on arrival of first due company	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>
Potential for structural collapse early in the fire development	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>
Potential for fire fighters to become lost or trapped during operations	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>

Narrative:

BUILDING IS IN POOR CONDITION. ALL UTILITIES HAVE BEEN SECURED. THERE ARE SIGNS OF RECENT ENTRY. ADVISED NEIGHBOR TO DIAL 911 IF ANYONE IS SEEN TRESPASSING.

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 2014

REVENUE

In the month of July the Recreation Department generated a total of \$5,614.00 in revenue.

USAGE/COMPARISON

Our July 2014 Gym rental revenue up 313% from July 2013. In July of 2013 we generated \$340.00 in gym rental revenue as compared to \$1,405.00 in 2014. Our July room rentals were \$10.00 as compared to \$20.00 in 2013. As of July 1, 2014 our yearly gym rental revenue is \$21,518.00 compared to 15,182.00 in 2013, a 41% increase, our room rentals revenue is \$1,635.50 compared to \$1,510.00 in 2013 a 8% increase

Below is a chart that shows the number of rentals we have booked over the past year.

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					
September					
October					
November					
December					
TOTAL	121	40	120	16	297

MAINTENANCE

All of the maintenance workers have been doing a great job this summer. We have been able to keep up with all of the mowing that needs to take place and complete a few other projects. One of the main projects completed in July was repainting the floor in the concession stand at Vets Field. The floor as in major need of a new coat of paint, but before any paint could be laid down the floor needed to be power washed and scrubbed clean. Both locker rooms at Vets field received a new coat of paint along with all of the bleachers at the field.

Updates

The recreation center staff continues to do a great job. Building rentals have slowed down now that we have reached summer, but we are still getting more rentals this year than we have in the past.

We continue to stay in touch with Madison Co. Soil and Water about the stream bank project at Maxwell Field. They applied for a grant for the project and we are awaiting determination.

The Rail Trail committee continues to meet once a month and is slowing putting things in place to get sections of the trail open by the end of this summer. We received some good news from the NYS DOT, we are now able to start looking for a consultant, we have approval to spend up to \$70,000 in this first phase of the project. We are also starting to prepare the RFP.

Both adult men's softball leagues are rolling along, the Spadafora league will ended their season in late July while the Over 35 league runs into mid-August. We have had a few rain outs, but that has been our only problem. In the past we have had issues with player behavior, but this year we have not had an incident.

I was approached by a resident about starting an Adult CO-ED Kickball League, I told the resident I would put some feelers out and see what kind of response I got. Turns out that there are quite a few people interested in playing in the league. We formed the league in late July and have 5 teams in the league. The first games will take place on August 7th at Harmon Field.

We have also started working on some of our other fall programming. Adult and youth flag football leagues are scheduled to start in late August and early September.

Things at Chapman pool have been going well this summer. We haven't had any major problems, the weather hasn't been the best and I think our numbers will reflect that when we tally them up this fall. The pool will stay open until August 17th, after that most of our guards go back to school making it hard to have enough staff to stay open.

Respectfully submitted,

Lucas Griff
Recreation Director

City of Oneida Recreation Department
 Monthly Revenue - July 2014

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Ind	Amount	Receipt	Deposited
7/1/2014	Park/Field Rental	\$75.00	8038	7/3/2014					
	Rec Center - Equipment	\$214.00	8038		001-0017-2025	Chapman Pool	\$3,603.00		
	Park/Field Rental	\$45.00	8039		001-0017-2030	Field Park Rental	\$182.50		
7/2/2014	Chapman Pool	\$1,252.00	8040						
	Rec Center - ARC	\$200.00	8041		ARC	\$200.00			
	Rec Center - Gym/Tot	\$175.00	8042	7/7/2014	Gym Rental	\$1,405.00			
	Park/Field Rental	\$25.00	8043		Room Rental	\$10.00			
7/5/2014	Rec Center - Gym/Tot	\$100.00	8044		Equipment Rental	\$214.00			
7/6/2014	Rec Center - Gym	\$100.00	8045		001-0017-2031	Rec Center Total	\$1,829.00		
7/7/2014	Chapman Pool	\$816.00	8046		TOTAL	TOTAL	\$5,614.50		
	Rec Center - Gym	\$25.00	8047						
7/8/2014	Rec Center - Gym/Tot	\$50.00	8048	7/9/2014					
	Rec Center - Gym/Tot	\$50.00	8049		Gym/Room Rental Monthly Comparison				
7/9/2014	Chapman Pool	\$394.00	8050		Jul-13	14-Jul	% Increase/Decrease		
	Rec Center - Gym/Tot	\$75.00	8051	7/11/2014	Gym	\$340.00	\$1,405.00	313%	
7/13/2014	Rec Center - Gym	\$200.00	8052		Room	\$20.00	\$10.00	-50%	
	Rec Center - Room	\$10.00	8053	7/16/2014					
7/14/2014	Rec Center - Gym/Tot	\$50.00	8054		Gym/Room Rental Yearly Comparison				
	Rec Center - Gym/Tot	\$75.00	8055		8/1/2013	8/1/2014	% Increase/Decrease		
	Field/Park Rental	\$37.50	8056		Gym	\$15,182.00	\$21,518.00	41%	
7/15/2014	Chapman Pool	\$300.00	8057		Room	\$1,510.00	\$1,635.00	8%	
	Chapman Pool	\$102.00	8058						
7/18/2014	Rec Center - Gym/Tot	\$95.00	8059	7/18/2014					
	Rec Center - Gym	\$80.00	8060		Rec Center Rentals				
	Chapman Pool	\$271.00	8061		Gym Rentals				
7/21/2014	Rec Center - Gym/Tot	\$75.00	8062	7/21/2014	January	17	7	15	0
	Chapman Pool	\$98.00	8063		February	24	7	16	5
7/24/2014	Chapman Pool	\$203.00	8064	7/25/2014	March	29	8	23	4
7/25/2014	Rec Center - Gym/Tot	\$165.00	8065	7/28/2014	April	21	9	19	0
7/27/2014	Rec Center - Gym/Tot	\$50.00	8066		May	6	5	21	3
7/28/2014	Chapman Pool	\$129.00	8067		June	10	3	23	4
7/30/2014	Rec Center - Gym	\$40.00	8068	7/31/2014	July	14	1	3	0
	VOID	\$0.00	8069						
7/31/2014	Chapman Pool	\$38.00	8070		TOTAL	121	40	120	16
	TOTAL	\$5,614.50							297

RECREATION MAINTENANCE MONTHLY REPORT
MONTH JULY 2014

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	89.75
- Check Tennis/Basketball Courts	2
- Pool Maintenance	6
- Park Inspection	19
- Park Landscaping	2
- General Cleanup/Litter Pickup	10
- Carpentry Work/Painting	3
- Facility Winterizing	0
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	423.5
- Equipment & Vehicles: general maintenance/cleaning	89
- Miscellaneous:	13
TOTAL	675.25

**MONTHLY
REPORT**

**POLICE
DEPARTMENT**

	July			Year to date			Change from last year
	2012	2013	2014	2012	2013	2014	
Calls For Service	908	804	673	4976	4559	4287	minus 272
Criminal Offenses	200	216	147	1197	1131	951	minus 180
Cleared Cases	136	169	95	876	858	696	minus 162
Arrests	107	111	79	614	592	587	minus 5
Parking Tickets	70	35	66	532	452	570	PLUS 118
Traffic Tickets	158	167	141	1052	1012	1095	PLUS 83
DWI's	1	5	0	19	24	16	minus 8
Felony Charges	11	14	13	66	105	106	PLUS 1
Misdemeanor Charges	81	94	45	513	521	431	minus 90
Violation Charges	25	44	31	149	152	116	minus 36

	2014 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	555	473	577	630	698	681	673					
Criminal Offenses	142	126	90	142	162	142	147					
Clearances	95	103	57	111	136	99	95					
Arrests	78	89	64	90	108	79	79					
Parking Tickets	89	98	114	95	48	60	66					
Traffic Tickets	152	204	147	143	166	142	141					

	2013 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	649	465	538	584	761	758	804	744	623	600	609	495
Criminal Offenses	142	122	128	148	179	196	216	176	151	163	134	119
Clearances	111	100	100	117	128	143	169	118	114	119	103	95
Arrests	96	63	74	67	97	84	111	82	66	65	77	52
Parking Tickets	65	72	97	76	49	58	35	32	46	31	61	53
Traffic Tickets	158	133	150	139	166	99	167	89	132	76	102	69

2014 Reimbursements- Overtime reimbursements, grant reimbursements and other.

	STEP Grant	Other	Total
	Amount	Amount	
Jan.			0
Feb		\$5146.75*	\$5146.75
Mar	169.76	\$489.55 dwi	\$ 659.31
Apr.	943.48		\$943.48
May	1074.16	359.40 dwi	\$1433.56
Jun.	959.68		\$959.68
Jul.	1330.48	\$266.46 se	\$1596.94
Aug.			
Sep.			
Oct			
Nov			
Dec.			
Total			
to date.	4477.56	6262.16	10,739.29

*= PERMA Workers Comp reimbursement for Sgt. Loomis through 11/25/13

se- Special Events Coverage- YMCA Walk 7/12 Traffic Control, ADA Walk 7/25 traffic control

Year to date Overtime \$39,802.56
 Reimbursements \$ 10,739.29

Costs after reimbursement: \$30,660.21

2014 Revenue- Report copy fees, fingerprint fees, record checks, etc.

Jan. \$95.50
 Feb. \$49.50
 Mar. \$228.31
 Apr. \$3420.98
 May \$ 1,849.75
 Jun. \$1661.25
 Jul. \$ 119.25
 Aug
 Sept.
 Oct.
 Nov.
 Dec.

Year
 to date: \$7424.54

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				
Sep				
Oct				
Nov				
Dec				
Total				\$10,739.29

Costs after reimbursements	* comp reimbursement not included
\$3,941.26	
\$0.43	
\$4,771.14	
\$4,808.10	
\$10,631.98	
\$6,507.30	
\$6,971.16	

\$37,631.37 Year costs after reimbursements

Jul		
REASON	PAY	COMP
Admin./ Misc.		4.50
Complete Investigation	\$690.12	9.75
Court	\$430.55	21.00
Cover Back Time	\$2,899.62	44.50
Cover Sick Time	\$401.59	0.75
Cover School		
Cover Vacation	\$2,556.32	19.75
On Call Investigations	\$1,081.43	22.50
School	\$136.46	0.75
Special Events	\$2,117.00	53.62
Special Investigations		
Total		

2014	
Year to date	
Contractual	\$28,519.90
other	\$20,552.21
Reimbursed	10,739.29
Total non Contractual	
not reimbursed	\$9,812.92

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 2013

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,122.60	144.37	148.00	\$7,761.78
Feb	\$2,289.64	114.73	192.5	\$0.00
Mar	\$4,019.74	100.5	233.5	\$325.27
Apr	\$4,269.43	168.37	174.5	\$562.68
May	\$6,370.47	176.99	297.25	\$2,340.08
Jun	\$24,433.08	390.75	226	\$778.38
Jul	\$31,342.46	478.49	464	\$951.82
Aug	\$10,072.91	133.87	460.75	\$1,060.12
Sep	\$9,195.40	244.12	455.75	\$1,599.28
Oct	\$5,821.22	228.37	386.5	\$313.26
Nov	\$12,652.07	251.25	439	\$0.00
Dec	\$7,695.49	205.87	518.75	\$313.26
Total	\$121,284.47	2,637.68	3,995.50	\$16,005.93

Costs after reimbursements	* comp reimbursement not included
(\$4,639.18)	
\$2,289.64	
\$3,694.47	
\$3,706.75	
\$4,030.39	
\$23,654.70	
\$30,390.64	
\$9,012.79	
\$7,596.12	
\$5,507.96	
\$12,652.07	
\$7,382.23	
\$105,278.54	Year costs after reimbursements

City of Oneida
Public Works/Codes/Buildings/
Central Garage/Engineering /Wastewater

July 2014 Monthly Report

Prepared By: Jon Rauscher PE, LEED AP
City Engineer



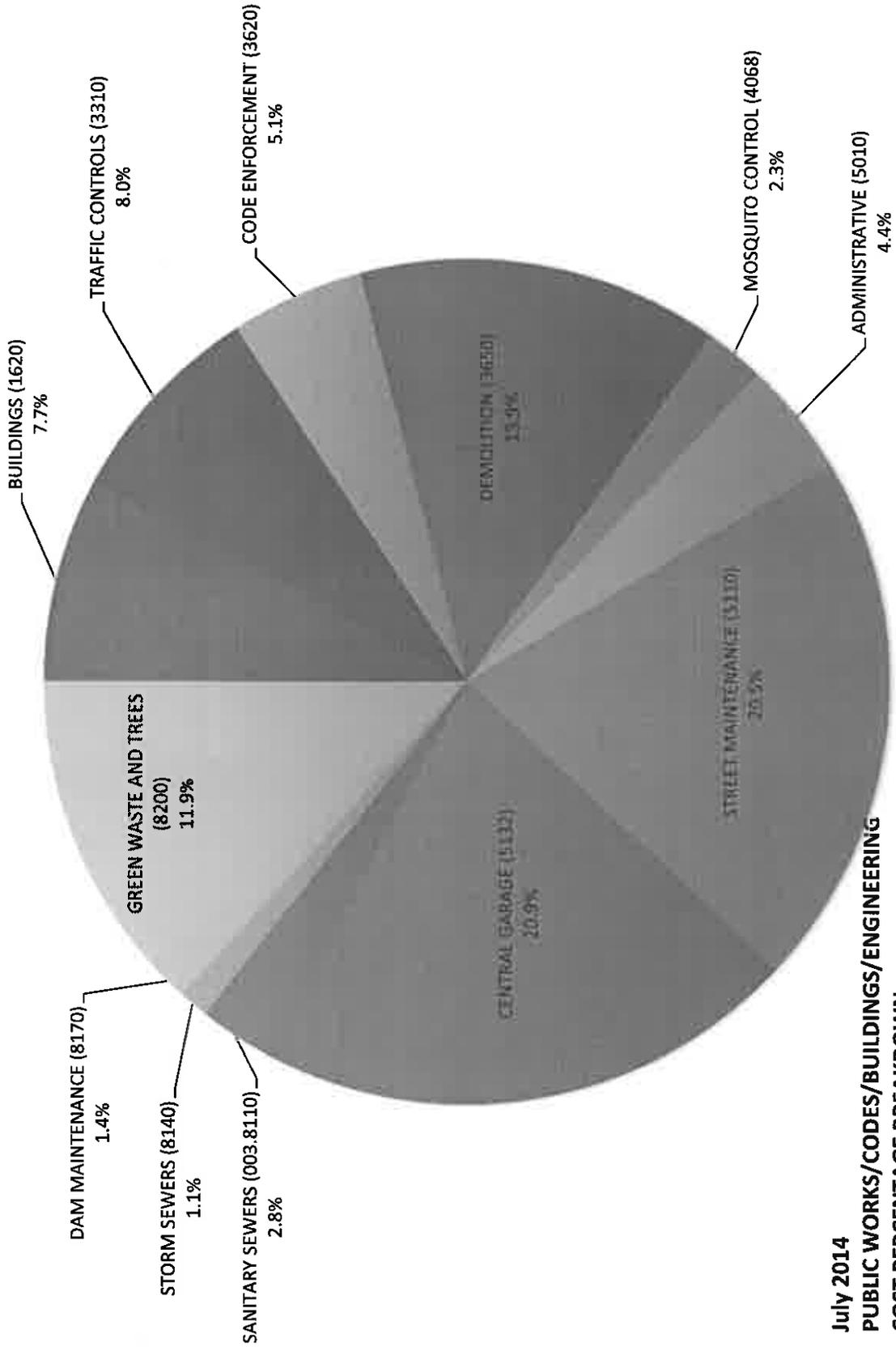
CITY OF ONEIDA
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
109 N. Main Street, Oneida, NY 13421

TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN

PUBLIC WORKS/CODES/BUILDING/ ENGINEERING TASKS THIS PERIOD	REGULAR TIME THIS PERIOD (6/29-7/26)	LABOR SPENT THIS PERIOD (6/29-7/26)	MATERIALS SPENT THIS PERIOD (7/1-7/31)	TOTAL LABOR AND MATERIALS THIS PERIOD	2014 BUDGET (REG LABOR, MATERIALS, CONTRACTS, ETC.)	TOTAL SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS (1620)	720	\$5,819	\$1,927	\$7,746	\$345,256	\$247,049	\$98,207	72%
TRAFFIC CONTROLS (3310)	640	\$6,906	\$1,130	\$8,036	\$133,839	\$55,938	\$77,901	42%
CODE ENFORCEMENT (3620)	160	\$4,219	\$895	\$5,114	\$57,399	\$35,583	\$21,816	62%
DEMOLITION (3650)			\$13,890	\$13,890	\$60,000	\$13,890	\$46,110	23%
MOSQUITO CONTROL (4068)	87	\$2,221	\$80	\$2,301	\$32,389	\$12,173	\$20,216	38%
ADMINISTRATIVE (5010)	600	\$4,263	\$131	\$4,395	\$60,785	\$39,809	\$20,976	65%
STREET MAINTENANCE (5110)	627.5	\$13,288	\$7,236	\$20,524	\$550,228	\$330,505	\$219,723	60%
CENTRAL GARAGE (5132)	480	\$10,762	\$10,131	\$20,892	\$245,567	\$125,493	\$120,074	51%
SNOW & ICE REMOVAL (5142)					\$166,684	\$109,736	\$56,948	66%
SANITARY SEWERS (003.8110)	109	\$2,286	\$556	\$2,842	\$26,146	\$12,682	\$13,464	49%
STORM SEWERS (8140)	47	\$986	\$147	\$1,132	\$34,843	\$8,096	\$26,747	23%
DAM MAINTENANCE (8170)	67	\$1,407		\$1,407	\$6,624	\$1,407	\$5,218	21%
GREEN WASTE AND TREES (8200)	563	\$11,811	\$68	\$11,879	\$121,026	\$48,741	\$72,285	40%
		\$63,966	\$36,190	\$100,157	\$1,840,787	\$1,041,102	\$799,685	

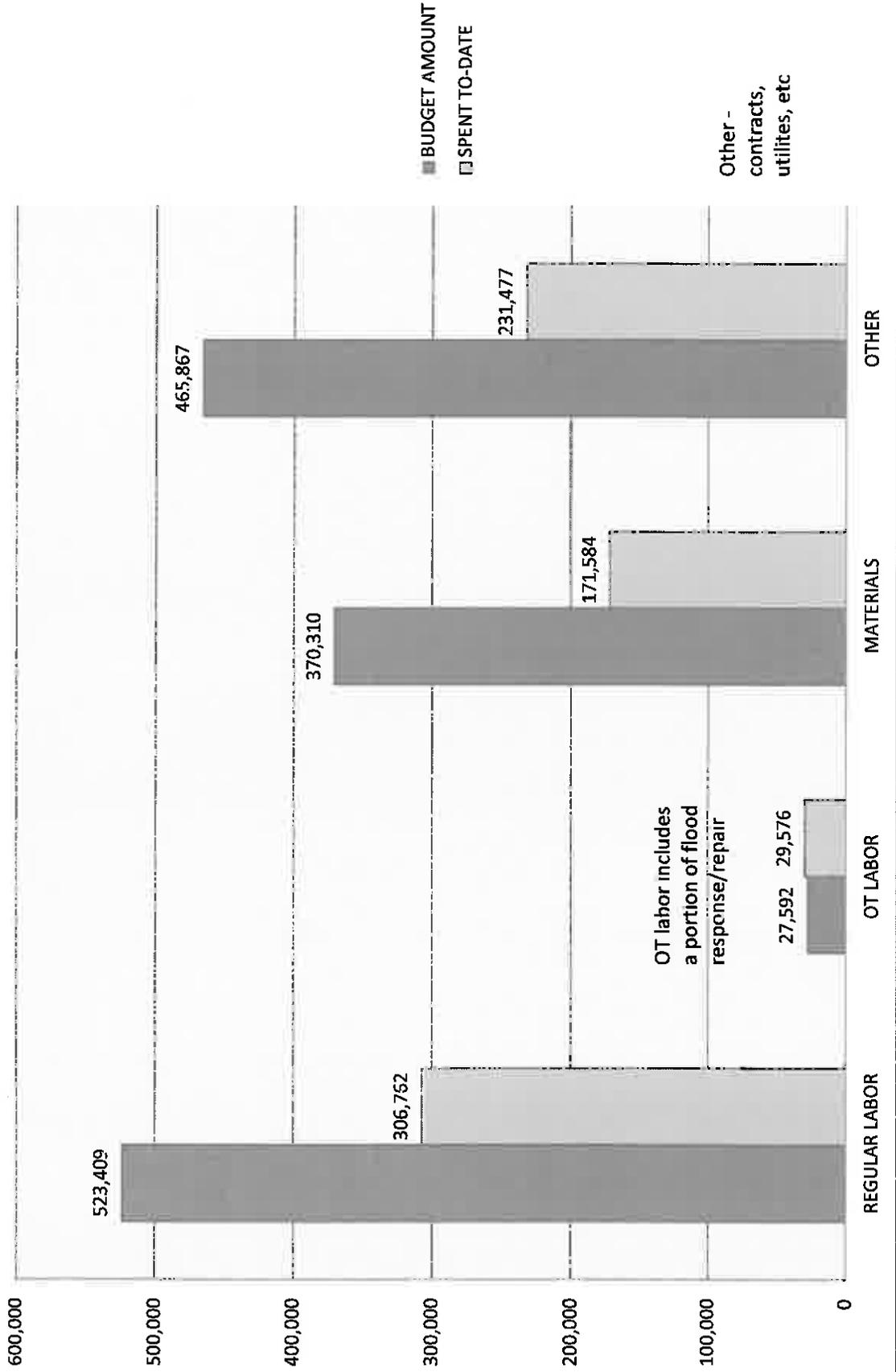
TABLE 2 - OVERTIME LABOR BREAKDOWN

PUBLIC WORKS TASKS THIS PERIOD	OVERTIME TIME (HOURS)	LABOR SPENT (THIS PERIOD)	2014 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE	COMMENTS
BUILDINGS (1620)			\$463	\$0	\$463	0%	
TRAFFIC CONTROLS (3310)			\$1,684	\$230	\$1,454	14%	
CODE ENFORCEMENT (3620)			\$1,252	\$208	\$1,044	17%	
MOSQUITO CONTROL (4068)	76	\$2,421	\$7,000	\$3,336	\$3,664	48%	Spraying and light traps
STREET MAINTENANCE (5110)	16.5	\$480	\$10,711	\$4,375	\$6,336	41%	Phelps St Bldg demo support
CENTRAL GARAGE (5132)			\$6,729	\$2,176	\$4,553	32%	
SNOW & ICE REMOVAL (5142)			\$41,652	\$40,213	\$1,439	97%	
SANITARY SEWERS (003.8110)	18	\$607	\$10,000	\$1,499	\$8,501	15%	Warner St and E. Walnut St
STORM SEWERS (8140)			\$1,972	\$0	\$1,972	0%	
TREES (8200)	110.5	\$3,508	\$1,479	\$0	\$1,479	0%	
			\$81,463	\$52,037	\$29,426		



July 2014
 PUBLIC WORKS/CODES/BUILDINGS/ENGINEERING
 COST PERCENTAGE BREAKDOWN
 MATERIALS/LABOR/OTHER

City of Oneida WWTP Budget vs Expenses As of 7/31/14



Executive Summary

This report describes public works, codes, buildings, central garage engineering and wastewater treatment activities for June. The main maintenance tasks performed this period are as follows;

- *Green waste weekly pick-up and chipper services*
- *Resident requests for tree reviews for trimming and possible removals*
- *Sanitary sewer maintenance and cleaning*
- *Storm sewer and drainage channel maintenance and cleaning*
- *Temporary roadway cold patching*
- *Street sweeping*

Public Works received 55 tracked resident requests for July. The majority of requests were related to green waste and trees (41).

Attached for review are the following;

- *Table 1 – July regular time labor and materials breakdown*
- *Chart 1 – July budget tracking*
- *Chart 2 – July cost percentage breakdown*
- *Chart 3 – Sewer budget tracking*
- *Breakdown of public works, codes, buildings, central garage and engineering tasks this period*

DPW/Buildings/Codes Task Descriptions

1. Buildings

- General cleaning and maintenance of City Hall and Justice Center
- Minor repairs in Fire Department
- HVAC and electrical repairs
- Grounds maintenance

2. Traffic Controls

- Dig safely requests
- Damaged sign replacement
- Road stripe and parking painting
- Ornamental street sign coordination for grant

3. Code Enforcement

New construction, renovations, signage review and zoning;

- Issuance of building and renovation permit issuances
- Issuance of Stop Work orders
- Sign review board meeting
- Issuance sign violations
- Multiple sign inspections and review
- Field site inspections for new construction

4. Administration

- Public works management and accounting
- Respond and track resident requests and comments
- NY Rising Program project and estimate submissions
- WWTP FEMA mitigation project coordination
- Brookside Crossing site plan review
- Annual paving and road maintenance program review
- DEC coordination for monthly WWTP report
- FEMA insurance coordination
- WWTP gas monitoring project coordination
- ARE Park proposed sewer line review
- Phelps Street building demolition support
- Fleet fuel tracking
- Climate Action Plan data submission
- Aerial mosquito spraying review

5. Street Maintenance

- Performed underground facilities mark-outs per Dig Safe NY.
- Respond to resident requests
- Temporary roadway cold patch placement
- Street sweeping
- Crescent Ave road shoulder repair
- Sconondoa St sinkhole repair
- Minor rail trail projects

6. Central Garage

- vehicle/equipment maintenance and repair for all departments

7. Sanitary Sewers:

- Preventative maintenance sanitary cleaning at known problem areas to eliminate potential blockages – performed every Friday.
- Warner Street sewer lateral repair
- East Walnut Street sewer call – 7/17

8. Storm Sewers

- Structure repairs and catch basin cleaning
- Drainage channel maintenance

9. Green Waste and Trees

- Weekly resident green waste pick-up and chipping services (Monday – Wednesday)
- Street tree trimming
- Resident request tree reviews for trimming and possible removals

10. Dam Maintenance

- Higginbotham Dam annual vegetative maintenance

11. Mosquito Control

- Weekly spraying
- Mosquito count tracking

12. Wastewater Treatment Plant

- Daily plant operations and maintenance
- Daily pump station inspections
- equipment purchasing
- Consultant and operator scheduling
- Laboratory testing
- DEC required analytical tracking
- Diffuser panel cleaning and replacement preparation
- Blower repair and coordination