

Monthly Report
City Chamberlain

Nancy Andrews
Chamberlain

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY CHAMBERLAIN DURING MAY 2020

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	45,732.62
COUNTY PORTION	34,326.72
INTEREST AND PENALTIES	5,259.33
MAIL	
DELINQUENT SCHOOL TAX COLLECTED	36,662.13
FEES ON SCHOOL TAXES	1,894.80
5% COLLECTOR'S FEE	1,894.80
WATER AND SEWER RENTS COLLECTED	326,408.75
WATER SERVICE CHARGES	
TAX SALE CERTIFICATES	44,906.69
FEES ON TAX SALE CERTIFICATES	7,786.25
FILING FEES	450.00
CERTIFIED MAIL	63.00
ADVERTISING	80.00
TAX SEARCHES	935.00
FINES AND PENALTIES (PARKING TICKETS)	75.00
COURT REPORT	563.00
COURT-BAIL FORFEIT	
CITY CLERK EARNINGS	3,778.00
POLICE REPORT	

RECREATION DEPARTMENT

REC CENTER REVENUE

KALLET	80.00
T BALL	
YOUTH BASKETBALL	

SALE OF REAL PROPERTY MARCO	3000
FIRE RESCUE FEES	586
TAX OVERPAYMENT	102.94
CS TEST FEES	
FRANCHISE FEE CHARTER ONE	47572.25
UTILITY TAXES	371.57

ACCOUNTS RECEIVABLE, WATER SVC CHGS MISC AND 2020 HEALTH INSURANCE	11769.38
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RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

RECEIPTS FROM MADISON COUNTY
MAD CO STOP DWI TO CITY OF ONEIDA

REDEPOSITED ITEMS
SPECIAL ASSESSMENTS
CD REHAB PAYMENTS

REVOLVING LOAN PAYMENTS
FAÇADE PAYMENTS

2,072.21
143.71

TOTAL FUNDS DEPOSITED

574,298.23

CITY/COUNTY TAXES COLLECTED

80,059.34

PERCENT COLLECTED AS OF MAY 31 2020

91.57%

2019-20 SCHOOL TAXES COLLECTED
PERCENT COLLECTED AS OF MAY 31 2020

\$ 36,662.13
52.45%

A handwritten signature in black ink, consisting of a stylized, cursive name followed by a long horizontal line extending to the right.

Monthly Report
Office of the
City Clerk

Susan Pulverenti
City Clerk

Account#	Account Description	Fee Description	Qty	Local Share
		Female, Spayed	26	286.00
		Female, Unspayed	3	75.00
		Male, Neutered	26	286.00
		Male, Unneutered	9	225.00
		Sub-Total:		\$872.00
00100171255	Clerk Fees	DEED RECORDING FEE	12	360.00
		Engineering Permits	1	25.00
		Genealogy	2	44.00
		Notary	4	8.00
	Landfill Coupons	Landfill Coupons	4	1.60
	Vital Records	Births	35	350.00
		Deaths	82	820.00
		Marriage	2	20.00
		Sub-Total:		\$1,628.60
00100171258	Marriage License	Marriage License	9	157.50
		Sub-Total:		\$157.50
00100171261	ZBA	Area Variance	2	100.00
		Sub-Total:		\$100.00
00100182263	Tent Permit	Tent Permit	3	180.00
		Sub-Total:		\$180.00
00100202545	Annual Fees	Solicitor/Vendor Add'l Salesperson	1	15.00
	Annual License Fees	Solicitor Weekly License	1	75.00
		Taxi Driver License - 1 Year	1	25.00
		Sub-Total:		\$115.00
00100202555	Building	Building Permits	15	2,591.00
		Certificate of Occupancy	15	185.00
		Late Fee	2	200.00
	Truss ID Permit	Truss ID Permit	1	50.00
		Sub-Total:		\$3,026.00
00300032771	Sewer	Sewer	1	50.00
		Sub-Total:		\$50.00

Account#	Account Description	Fee Description	Qty	Local Share
				Total Local Shares Remitted: \$6,129.10
Amount paid to:	Madison County Treasurer			58.40
Amount paid to:	NYS Ag. & Markets for spay/neuter program			88.00
Amount paid to:	State Health Dept.			202.50
Total State, County & Local Revenues:	\$6,478.00	Total Non-Local Revenues:		\$348.90

To the Supervisor:

I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Susan Pulverenti, City Clerk, City of Oneida during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

City Clerk

Date

Monthly Report

Comptroller

Lee Ann Wells

2020 SALES TAX

3.5% increase to
2019 Budget

MONTH	RECEIVED	Budget	Actual 2019	Difference	Budget 2020	Actual 2020	VARIANCE	VARIANCE
JANUARY	2/6/2020	\$ 307,213	\$ 304,921.16	(2,292.21)	\$ 317,966	\$ 331,541.87	\$ 13,576	\$ 13,576
	2/12/2020	\$ 71,268	\$ 71,210.92	(56.71)	\$ 73,762	\$ 73,346.78	\$ (415)	\$ 13,161
FEBRUARY	3/6/2020	\$ 267,087	\$ 271,768.26	4,681.17	\$ 276,435	\$ 281,623.12	\$ 5,188	\$ 18,349
	3/13/2020	\$ 51,865	\$ 56,690.65	4,825.72	\$ 53,680	\$ 52,160.60	\$ (1,520)	\$ 16,829
MARCH	4/6/2020	\$ 181,101	\$ 339,689.92	158,589.01	\$ 187,439	\$ 387,582.23	\$ 200,143	\$ 216,972
	4/12/2020	\$ 282,197	\$ 62,302.92	(219,894.01)	\$ 292,074	\$ 61,862.08	\$ (230,212)	\$ (13,240)
1ST QTR		\$ 1,160,731	\$ 1,106,584	\$ (54,147)	\$ 1,201,356	\$ 1,188,117	\$ (13,240)	\$ (13,240)
APRIL	5/7/2020	\$ 310,976	\$ 323,366	12,390.28	\$ 321,860	\$ 222,153	\$ (99,707)	\$ (112,946)
	5/13/2020	\$ 64,526	65,623	1,096.61	\$ 66,784	43,353	\$ (23,431)	\$ (136,377)
MAY	6/5/2020	\$ 311,728	354,126	42,398.05	\$ 322,638	211,529	\$ (111,109)	\$ (247,486)
		\$ 57,347	63,318	5,971.10	\$ 59,354		\$ (59,354)	\$ (306,840)
JUNE		\$ 101,780	147,332	45,551.53	\$ 105,343		\$ (105,343)	\$ (412,182)
		\$ 190,840	179,438	(11,402.75)	\$ 197,520		\$ (197,520)	\$ (609,702)
		\$ 184,061	94,766	(89,295.03)	\$ 190,503		\$ (190,503)	\$ (800,205)
2ND QTR		\$ 1,221,258	\$ 1,227,967	6,709.80	\$ 1,264,002	\$ 477,036	\$ (786,965)	\$ (800,205)
JULY		\$ 316,446	\$ 348,994	32,548.72	\$ 327,521		\$ (327,521)	\$ (1,127,726)
		\$ 63,678	67,562	3,883.74	\$ 65,906		\$ (65,906)	\$ (1,193,633)
AUGUST		\$ 310,408	326,717	16,308.88	\$ 321,272		\$ (321,272)	\$ (1,514,905)
		\$ 63,737	67,361	3,624.17	\$ 65,968		\$ (65,968)	\$ (1,580,873)
SEPTEMBER		\$ 265,478	395,125	129,646.73	\$ 274,770		\$ (274,770)	\$ (1,855,643)
		\$ 185,602	73,218	(112,383.67)	\$ 192,098		\$ (192,098)	\$ (2,047,741)
		\$ -	-	-	\$ -			
3RD QTR		\$ 1,205,348	\$ 1,278,977	\$ 73,629	\$ 1,247,535	\$ -	\$ (1,247,535)	\$ (2,047,741)
OCTOBER		\$ 320,393	\$ 337,804	17,410.62	\$ 331,607		(331,607)	(2,379,348)
		\$ 51,054	54,334	3,279.77	\$ 52,841		(52,841)	(2,432,189)
NOVEMBER		\$ 306,554	307,304	750.82	\$ 317,283		(317,283)	(2,749,472)
		\$ 60,611	63,864	3,253.12	\$ 62,732		(62,732)	(2,812,204)
DECEMBER		\$ 73,508	192,102	118,594.20	\$ 76,081		(76,081)	(2,888,285)
		\$ 190,386	184,483	(5,902.88)	\$ 197,049		(197,049)	(3,085,334)
		\$ 272,760	82,630	(190,129.09)	\$ 282,306		(282,306)	(3,367,640)
4TH QTR		\$ 1,275,265	\$ 1,222,522	\$ (52,743)	\$ 1,319,899	\$ -	\$ (1,319,899)	\$ (3,367,640)
TOTALS		4,862,602	\$ 4,836,050	\$ (26,552)	\$ 5,032,793	\$ 1,665,153	\$ (3,367,640)	\$ (3,367,640)
			-0.546%		3.5%			

**CITY OF ONEIDA
OFFICE OF THE COMPTROLLER**

Lee Ann Wells
City Comptroller

Jessica Kaiser
Deputy City Comptroller



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

Comptroller's Report – May 2020

Along with our normal responsibilities of purchasing, warrant processing, payroll, benefit maintenance, workers compensation, general liability insurance, retiree and personnel meetings, month end reconciliations, and general account maintenance we are currently working on the following projects:

➤ **COVID Effects on budget & Sales Tax Revenue**

- Sales Tax revenue for 2020 is \$247,486 under budget as of 6/5/20 disbursement - **Buy local whenever possible!**
- The Mayor and I have been meeting with the Department Heads and reviewing their budgets. Department Heads have been instructed that spending needs to be carefully monitored to only purchase based on immediate needs and contractual obligations.
- It is expected that revenues will be under budget in other areas than sales tax such as building permits, licensing, etc. we will be closely monitoring all revenues and expenses to be sure we remain above the Council resolution of 20% fund balance to the budget.
- Unemployment expense has dramatically increased and will be evident in the quarterly bill. We are watching the CARES Act for Federal Assistance with unemployment costs.
- I have applied for and have been in contact with a FEMA representative regarding assistance for COVID related expenses. Unfortunately, at this time, a decrease in revenue does not qualify for FEMA funding.

➤ **Citywide Software Conversion**

- Financial Conversion is complete.
- Utility conversion is complete
- Accounts Receivable is complete
- The time clocks are installed and scheduled to go live after City Hall reopens with full staff. They had some timeclock software issues, we have been testing the system since April 1st
- Anticipated go live with Tax module is October 2020

CITY OF ONEIDA
OFFICE OF THE COMPTROLLER

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City Comptroller

Jessica Kaiser
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Tel.: 315-363-2022
Fax: 315-363-9558
Email: lwells@oneidacity.com
jkaiser@oneidacity.com

➤ **2019 Year End Process & Audit**

- Our auditors are working on the audit remotely. We are uploading all supporting documentation as needed through their portal.
- We carried over only \$43,060 in encumbrances as compared to last year's \$158K+.
- The Annual Update Document due to the Office of the New York State Comptroller no later than May 1st was submitted on 4/29/20 for review by the OSC. The AUD discloses each and every account and financial standing for every fund maintained by the City.
- The Financial Statements are currently being audited by an outside firm as a routine audit to our auditors. I expect to have our final Financial Statements before the end of June and expect the fund balance usage to be much lower than anticipated in November 2019. This will help our 2020 budget shortfalls.

➤ **Capital Projects**

- We are maintaining monthly reconciliations of all projects and having virtual and conference call meetings as needed.
- The EFC 0% financing application was submitted on June 20th for the Wastewater Treatment Plant Expansion. We have received approval and are working with bond counsel to move forward.
- I am working on close out for the FEMA Mitigation project and the WWTP Aeration project. I have submitted for reimbursement of the \$380,000 EFC WIIA grant funds and the remaining \$700,000 FEMA reimbursement from the mitigation.

➤ **Library**

- I am working with the 5 other municipalities in our joint obligation to form a flow of funds within our group.
- We are also working on the options for a possible BAN renewal or USDA bond/loans.
- The joint obligors have requested grant/donation accounting from the library to determine correct long term bond amount.

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➤ **Personnel**

- We are back at full staff in the Finance office
- Beverly Aldridge has been appointed as the Executive Secretary to the Civil Service Commission and will continue to work out of the Finance office.
- Along with the civil service functions, Beverly's responsibilities will still include Workers Compensation, Fixed Assets, Accounts Receivable training and support and Administrative Support for the Finance office.
- A review and implementation of policies and procedures has been an ongoing project
- A training manual for A/R processing for both Rec and Police is almost complete and will be explained to appropriate personnel once policy is approved.

Stay Safe & Be Well.

CITY OF ONEIDA
POLICE
DEPARTMENT
MONTHLY
REPORT

POLICE CHIEF PAUL THOMPSON



Paul Thompson
Chief of Police

108 MAIN ST.
ONEIDA, NY 13421
TEL 315-363-9111
FAX 315-363-4754
pthompson@oneidacity.com

CITY OF ONEIDA
DEPARTMENT OF PUBLIC SAFETY
BUREAU OF POLICE

MONTHLY REPORT FOR MAY 2020

Overtime: OT remains at what can only be described as historic lows. With courts being essentially shut down, officers have not been subpoenaed to testify. With travel and tourism also largely shut down, many members have cancelled or postponed vacations and time off. I do expect that as things begin to open, that vacations will be rescheduled and I also know that there is a backlog of cases in the court system that may require officers' presence for. As such, I predict a spike in OT later in the year as these things begin to occur.

Activity: With respect to calls for service, in spite of the pandemic and its attendant restrictions, and in spite of less than favorable weather during much of the first half of the month, our activity for May was the highest level of activity since last August. We were happy to see that mental health calls have returned to more normal levels. On the other hand, our calls for domestic disputes were at the highest level in a long time. During the height of the health crisis, officers were advised that to limit unnecessary contact with people, that they could take a more relaxed approach to traffic enforcement. Frankly, there was much less traffic out during that time anyway. As a result, both traffic enforcement and parking ticket enforcement was low for a period of several months. With a return to more traffic on our roadways and a return to a more normal routine, enforcement of these matters will begin to ramp up.

Miscellaneous: We have begun to deploy our electronic speed signs once again with multiple requests for their placement. One of the signs has been placed in the new reduced speed zone on Rt. 5 and the other two have been moved around to a few different locations where they have been requested. If you know of any specific areas of concern, please feel free to make a request for a speed sign placement.

Our department has been assisting with set up and traffic control at the food and milk give away events. I think that the traffic plan that was devised and executed made for very safe and efficient flow for people who availed themselves of these generous give away events.

We were happy to join with the fire department and conducted multiple birthday drive by events for children in the community who have celebrated birthdays over these last few months.

Our department has been asked once again to join with BRIDGES in an educational initiative directed towards those business establishments that sell alcohol within the city. This involves visiting those businesses and providing information relative to ID checking and re-enforcing applicable alcohol beverage control laws. BRIDGES has supplied funding to the department



Paul Thompson
Chief of Police

CITY OF ONEIDA
DEPARTMENT OF PUBLIC SAFETY
BUREAU OF POLICE

108 MAIN ST.
ONEIDA, NY 13421
TEL 315-363-9111
FAX 315-363-4754
pthompson@oneidacltv.com

for officers to make these visits to these establishments. We will conduct these visits towards the end of June as bars and restaurants will hopefully be back in operation at that time. It's important to note again that this initiative is educational in scope and not intended to be punitive in nature, especially now as businesses are trying to get back to some sense of normalcy after these last several months of closure or reduced operations.

As always, if you have any questions or concerns, please feel free to call or e-mail.

2020 Monthly Overtime Report

Month	OT Pay	OT Comp	Comp used	Reimbursements	Cost after reimbursements
JAN	\$3,436.93	186.22	57.75	\$822.78	\$2,614.15
FEB	\$2,426.51	250.375	38.5	\$829.71	\$1,596.80
MAR	\$3,540.89	296.625	58.5	\$0.00	\$3,540.89
APR	\$3,398.18	67.5	60	\$0.00	\$3,398.18
MAY	\$4,061.30	133.125	40.5	\$0.00	\$4,061.30
JUN					\$0.00
JUL					\$0.00
AUG					\$0.00
SEP					\$0.00
OCT					\$0.00
NOV					\$0.00
DEC					\$0.00
					\$15,211.32

May	Pay	Comp
Admin	\$0.00	0
CPI	\$612.23	39.75
Court	\$0.00	9
CBT	\$1,884.47	39.75
CSK	\$422.91	12
CSCH	\$0.00	0
CVAC	\$1,141.70	21.375
OCINV	\$396.10	5.25
SCH	\$0.00	0
SE	\$0.00	6
SI	\$0.00	0

Note: Overtime by month (above chart) for pay periods in month. This chart is by calendar month. For the month of June there was a change halfway through the month in pay rates. Therefore the dollar amounts are a little higher than actual.

Reason Abbreviations are as follows: Admin(Clerks only), Complete Investigation, Court, Cover Back Time(Comp), Cover Sick Time, Cover School, Cover Vacation, On Call Investigation, School, Special Events, Special Investigations.

2020 Stats by Month

2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD total
Calls for service	628	554	649	618	743								3192
Criminal Offenses	171	182	172	164	232								921
Clearances	145	153	143	151	192								784
Arrests	71	93	48	41	73								326
Parking Tickets	60	69	81	6	4								220
Traffic Tickets	96	108	92	36	59								391

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD Total
Calls for Service	567	515	597	630	688	749	814	855	717	685	630	546	7993
Criminal Offenses	222	187	190	197	179	214	250	252	191	218	167	175	2442
Clearances	181	157	150	166	161	177	198	214	159	172	151	148	2034
Arrests	79	73	71	80	74	82	93	100	72	78	67	82	951
Parking Tickets	69	69	119	51	28	22	17	20	26	20	52	89	582
Traffic Tickets	155	148	127	126	115	97	135	136	158	131	149	106	1583

2020 Monthly Report May

	19-May	20-May	YTD 5/19	YTD 5/20	Change from previous year
Calls for Service	688	743	2997	3192	195
Criminal Offenses	179	232	975	921	-54
Cleared Cases	161	192	815	784	-31
Arrests	74	73	377	326	-51
Parking Tickets	28	4	336	220	-116
Traffic Tickets	115	59	671	391	-280
Felony Charges	7	4	35	31	-4
Misdemeanor Charges	38	49	205	199	-6
Violation Charges	19	18	90	68	-22
CPL Warrants/Bench	10	2	51	26	-25

all positive numbers mean an increase for current year. If a negative number it means it's down from previous year.

Domestic Incident Reports	
January	40
February	40
March	59
April	58
May	63
June	
July	
August	
September	
October	
November	
December	

Mental Health Calls 2020

Month	No transport	Voluntary transport	9.41 transport	Attempted suicide	Total calls by month
Jan	3	2	11	0	16
Feb	9	6	7	0	22
Mar	4	1	20	0	25
Apr	1	1	20	0	22
May	3	4	8	0	15
Jun					0
Jul					0
Aug					0
Sep					0
Oct					0
Nov					0
Dec					0
Totals	20	14	66	0	100

2020 CSO Activity

Type of Complaint	1/20	2/20	3/20	4/20	5/20	6/20	7/20	8/20	9/20	10/20	11/20	12/20
Garbage Complaints	11	5	6	8	13							
Vehicle Lockouts	2	4	5	4	1							
Junk Vehicles	1	3	0	0	1							
Lawn Mowing Complaints	0	0	0	0	0							
Dangerous Dog	0	0	0	0	0							
Abandoned Dog	0	0	0	0	0							
Unlicensed Dog	5	3	4	0	0							
Dogs at large	13	7	8	12	10							
Dog Bites	0	1	0	0	0							
Barking Dogs	2	2	0	1	2							
Animal Abuse	3	1	2	0	0							
Wild Animals	2	3	0	1	5							
Feline Calls	4	2	1	0	0							
Junk Yard	0	1	0	0	1							
Parking Complaint	0	2	0	3	0							
Parking tickets issued	15	16	9	0	1							
Misc.	0	0	0	1	3							
Arrests	5	6	3	0	3							

2020 Monthly Revenue Report

2018 total	\$3,716.98
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Month	Amount
January	\$991.78
February	\$199.57
March	\$40.25
April	\$25.00
May	\$181.00
June	
July	
August	
September	
October	
November	
December	
Year to date	\$1,437.60

Monthly Report

City of Oneida
Department of Parks
and Recreation

Helen Acker
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

May 2020

A combined financial report for March – May is attached. It includes reimbursements that have been made through May.

The Recreation Center remains closed to the public.

The Account Clerk returned to work on May 18. Since that time, she has been working on canceling and refunding rentals and organizing the past couple months financial records.

We brought back a part time employee to change the marquee at the Kallet, we started recognizing the OHS senior class by putting their names on the Marquee.

Starting in late April the Recreation Coordinator and Recreation Director began mowing parks and general upkeep on the parks. On May 18 the Coordinator and Director starting working 8 hour days and a part time Recreation Maintenance worker started working 5 hour days.

We are currently mowing 21 locations weekly, totaling about 70 acres.

Other task that were completed in May:

- Edged and weeded most of the parks flower beds, beds were also filled with top soil
- Empty doggie pots twice weekly
- Aeriaded fields
- Planted flowers at Triangle Park
- Met with Mayor to discuss staffing
- Walked the ORT with C&S engineers

Lucas Griff

Parks and Recreation Director

City of Oneida Parks Recreation
Monthly Revenue

March - May 2020

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Indivc Amount	Receipt	Deposited
3/1/2020	Rec Center - Gym	\$70.00	11958	3/4/2020	CHECKS			
3/2/2020	Rec Center - Room	\$40.00	11959		001-0017-2003	Youth Basketball	\$60.00	
	T-Ball	\$20.00	11960		001-0017-2009	T-Ball	\$20.00	
3/4/2020	Rec Center - Gym	\$250.00	11961		001-0019-2414	Kallet Rental	\$790.00	
3/8/2020	Rec Center - Gym	\$70.00	11962		REC CENTER			
3/9/2020	Kallet	\$510.00	11963		Gym Rental	\$915.00		
	Youth Basketball	\$60.00	11964	3/13/2020	Room Rental	\$90.00		
3/10/2020	Rec Center - Gym	\$420.00	11965		Equipment Rent	\$0.00		
3/12/2020	Rec Center - Room	\$50.00	11966		001-0017-2031	Rec Center Total	\$1,005.00	
	Kallet	\$200.00	11967		TOTAL Checks	\$1,875.00		
4/13/2020	Rec Center - Gym	\$105.00	11968	4/13/2020				
5/27/2020	Kallet	\$80.00	11969	5/28/2020				
	TOTAL	\$1,875.00						
	CREDIT CARD							
	TOTAL RECEIVED							
001-0017-2003	Youth Basketball	\$955.00			001-0017-2003	Youth Basketball	\$1,015.00	
001-0017-2009	T-Ball	\$1,720.00			001-0017-2009	T-Ball	\$1,740.00	
001-0017-2030	Field/Park Rental	\$60.00			001-0017-2030	Field/Park Rental	\$60.00	
001-0017-2038	Art Camp	\$195.00			001-0017-2038	Art Camp	\$195.00	
001-0017-2043	Ladies Night	\$50.00			001-0017-2043	Ladies Night	\$50.00	
001-0019-2414	Kallet	\$2,043.75			001-0019-2414	Kallet Rental	\$2,833.75	
	REC CENTER				REC CENTER			
	Gym Rental	\$740.00			Gym Rental	\$1,655.00		
	Room Rental	\$772.50			Room Rental	\$862.50		
001-0017-2031	Rec Center Total	\$1,512.50			Rec Center Total	\$2,517.50		
	TOTAL Credit Card	\$6,536.25			TOTAL REVENUE	\$8,411.25		
	REFUNDS ISSUED				TOTAL RECEIVED INCLUDING REFUNDS			
001-0017-2003	Youth Basketball	(\$1,015.00)			001-0017-2003	Youth Basketball	\$0.00	
001-0017-2009	T-Ball	(\$1,740.00)			001-0017-2009	T-Ball	\$0.00	
001-0017-2030	Field/Park Rental	(\$1,100.00)			001-0017-2030	Field/Park Rental	(\$1,040.00)	
001-0019-2414	Kallet	(\$1,751.25)			001-0017-2038	Art Camp	\$195.00	
	REC CENTER				001-0017-2043	Ladies Night	\$50.00	
	Gym Rental	(\$5,350.00)			001-0019-2414	Kallet Rental	\$1,082.50	
	Room Rental	(\$732.50)			REC CENTER			
001-0017-2031	Rec Center Total	(\$6,082.50)			Gym Rental	(\$3,695.00)		
	TOTAL Refunds	(\$11,688.75)			Room Rental	\$130.00		
					Rec Center Total	(\$3,565.00)		
					TOTAL REVENUE	(\$3,277.50)		

City of Oneida Parks Recreation
Monthly Revenue

March - May 2020

Gym/Room Rental Monthly Comparison				Gym/Room Rental Monthly Comparison				Gym/Room Rental Monthly Comparison			
	2019 March	2020 March	% Increase/Decrease		2019 April	2020 April	% Increase/Decrease		2019 May	2020 May	% Increase/Decrease
Gym	\$4,475.00	\$1,550.00	-65%	Gym	\$4,165.00	\$105.00	-97%	Gym	\$2,215.00	\$0.00	-100%
Room	\$560.00	\$862.50	53%	Room	\$458.00	\$0.00	-100%	Room	\$275.00	\$0.00	-100%
Gym/Room Rental Yearly Comparison				Gym/Room Rental Yearly Comparison				Gym/Room Rental Yearly Comparison Including Refunds			
	4/1/2019	4/1/2020	% Increase/Decrease		5/1/2019	5/1/2020	% Increase/Decrease		6/1/2019	6/1/2020	% Increase/Decrease
Gym	\$10,741.00	\$10,866.00	1%	Gym	\$14,906.00	\$10,971.00	-26%	Gym	\$17,121.00	\$5,621.00	-67%
Room	\$1,810.00	\$2,082.50	15%	Room	\$2,268.00	\$2,082.50	-8%	Room	\$2,543.00	\$1,350.00	-46%
Gym/Room Rental Monthly Comparison				Gym/Room Rental Monthly Comparison				Gym/Room Rental Monthly Comparison			
	2019 May	2020 May	% Increase/Decrease		2019 May	2020 May	% Increase/Decrease		2019 May	2020 May	% Increase/Decrease
Gym	\$2,215.00	\$0.00	-100%	Gym	\$2,215.00	\$0.00	-100%	Gym	\$2,215.00	\$0.00	-100%
Room	\$275.00	\$0.00	-100%	Room	\$275.00	\$0.00	-100%	Room	\$275.00	\$0.00	-100%
Gym/Room Rental Yearly Comparison				Gym/Room Rental Yearly Comparison				Gym/Room Rental Yearly Comparison			
	6/1/2019	6/1/2020	% Increase/Decrease		6/1/2019	6/1/2020	% Increase/Decrease		6/1/2019	6/1/2020	% Increase/Decrease
Gym	\$17,121.00	\$10,971.00	-35%	Gym	\$17,121.00	\$5,621.00	-67%	Gym	\$17,121.00	\$5,621.00	-67%
Room	\$2,543.00	\$2,082.50	-18%	Room	\$2,543.00	\$1,350.00	-46%	Room	\$2,543.00	\$1,350.00	-46%
Rec Center Rentals				Rec Center Rentals				Rec Center Rentals			
	Parties	Parties	Tot	Teen	TOTAL	Kallet Rental \$	2019	2020			
January	16	14	18	1	49	January	\$0.00	\$6,818.75			
February	9	17	20	2	48	February	\$0.00	\$3,023.75			
March	7	15	15	0	37	March	\$0.00	\$1,082.50			
April	0	0	0	0	0	April	\$3,273.38	\$0.00			
May	0	0	0	0	0	May	\$2,577.00				
June						June	\$647.50				
July						July	\$1,516.00				
August						August	\$1,960.00				
September						September	\$1,862.50				
October						October	\$4,886.25				
November						November	\$2,327.50				
December						December	\$3,776.25				
TOTAL	32	46	53	3	134	TOTAL	\$22,826.38	\$10,925.00			

Revenue By Period - GL Account Summary

Start Date: 3/1/2020 12:00 AM End Date: 5/31/2020 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

Regular Revenue

	DEBITS										CREDITS		
	**Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
001-0017-2003 - Youth Basketball	0.00	0.00	0.00	60.00	955.00	955.00	0.00	0.00	0.00	0.00	0.00	-1,015.00	0.00
001-0017-2009 - T-Ball	0.00	0.00	0.00	20.00	1,720.00	1,720.00	0.00	0.00	0.00	0.00	0.00	-1,740.00	0.00
001-0017-2021 - Adult Volleyball	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0017-2030 - Field/Park Rental	-1,040.00	-1,040.00	0.00	0.00	60.00	60.00	0.00	0.00	0.00	0.00	0.00	-1,100.00	0.00
001-0017-2031 - Rec Center Revenue	-3,565.00	-3,565.00	0.00	1,005.00	1,512.50	1,512.50	0.00	0.00	0.00	0.00	0.00	-6,082.50	0.00
001-0017-2038 - Art Camp	195.00	195.00	0.00	0.00	195.00	195.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0017-2043 - Ladies Night @ the Rec Center	50.00	50.00	0.00	0.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0019-2414 - Kallet - Public Rental	1,082.50	1,082.50	0.00	790.00	2,043.75	2,043.75	0.00	0.00	0.00	0.00	0.00	-1,751.25	0.00
	-3,277.50	-3,277.50	0.00	1,875.00	6,536.25	6,536.25	0.00	0.00	\$0.00	0.00	0.00	-11,688.75	0.00

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

City of Oneida
Engineering | Public Works

May 2020 Monthly Report

Prepared By: Eric G. Schuler, P.E.
City Engineer

Benjamin G. Smith
Assistant City Engineer



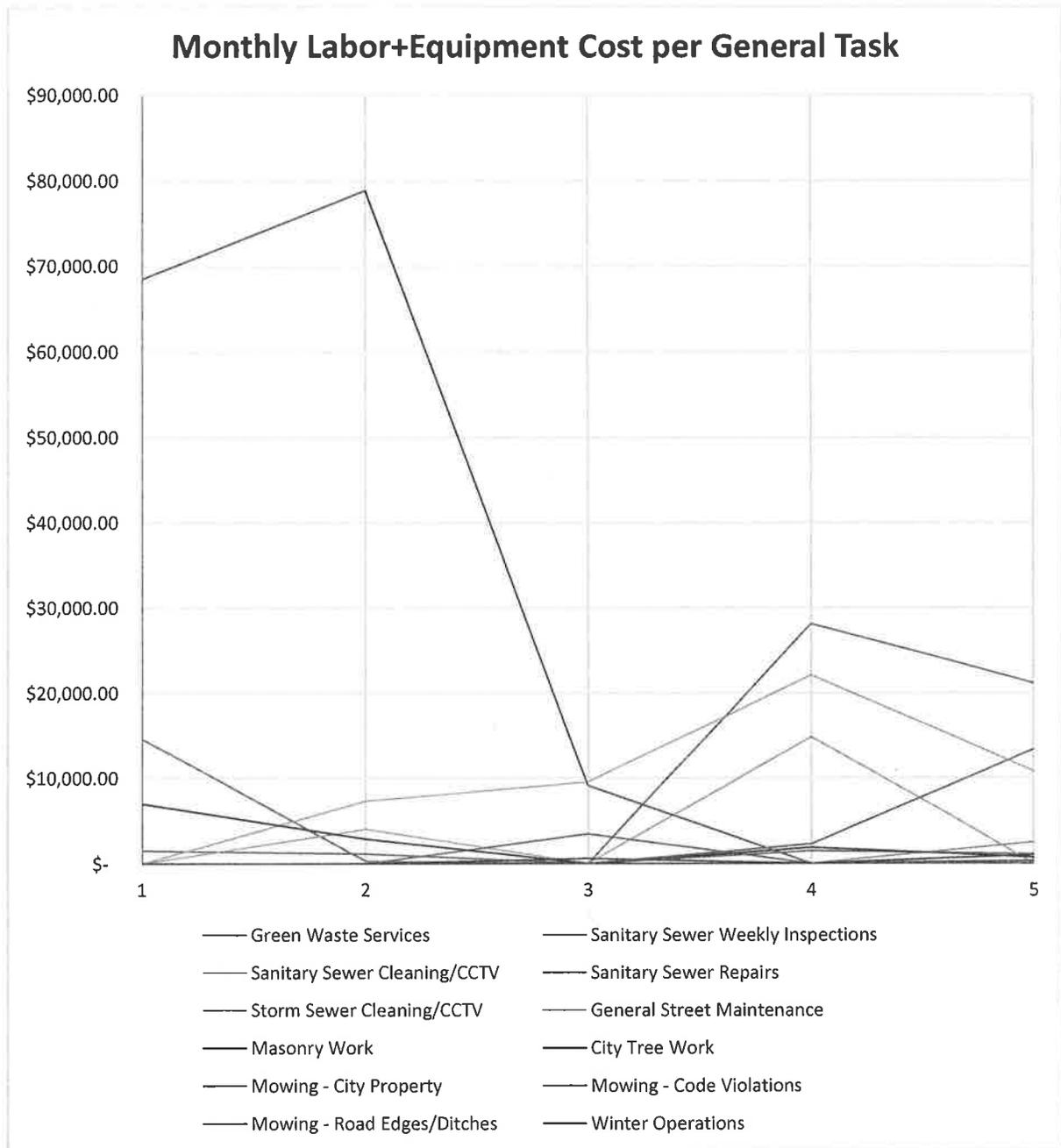
CITY OF ONEIDA
DEPARTMENT OF ENGINEERING AND PUBLIC WORKS
109 N. Main Street, Oneida, NY 13421

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – May 2020

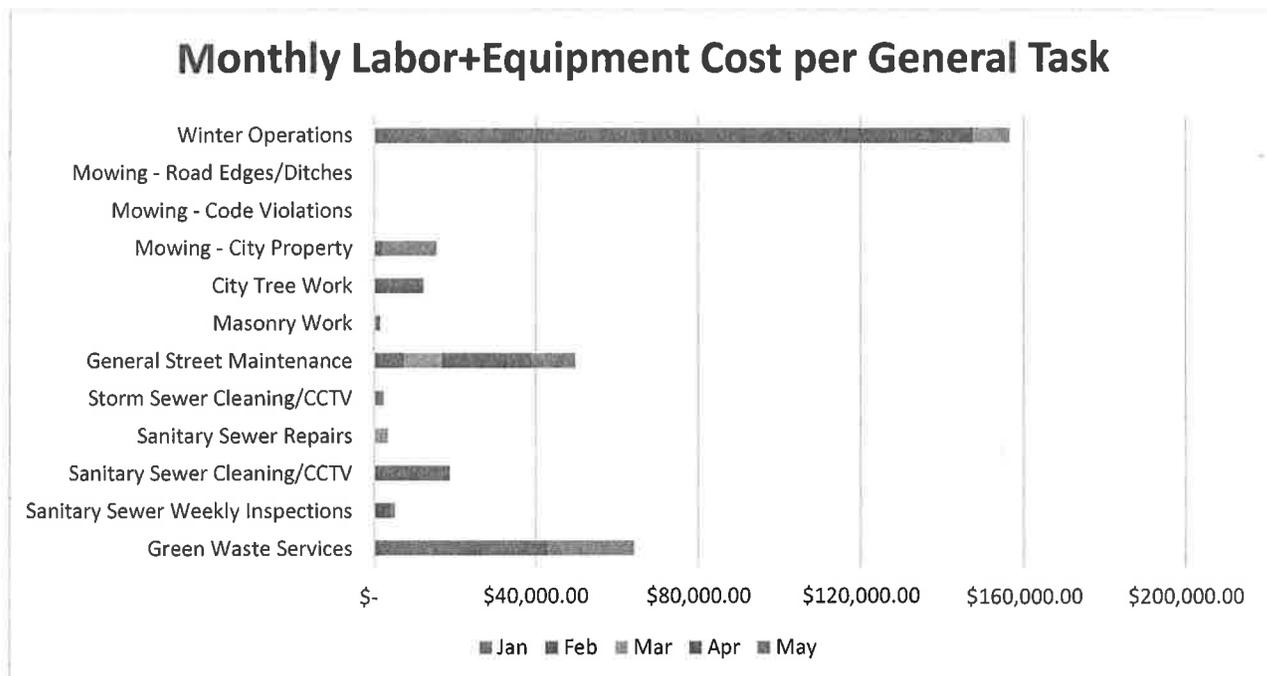
General Note: Due to staffing restrictions caused by COVID-19, typical task progress for DPW/Water/WWTP/Traffic operations has been impacted. We will be playing catch-up the entire year once staffing restrictions ease-up. We returned to full-staff on May 18th.

A. Public Works Monthly Recap (Streets, Traffic, Mosquito, Garage, Sanitary Sewer Collection)
Public Works staff performed the General Maintenance tasks listed below during May 2020:



CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – May 2020



B. Codes Enforcement Monthly Recap

Due to COVID-19 Restrictions, all interior inspections have been suspended

- 15 Building Permits issued
 - Total estimated construction cost of \$215288
- 4 Stop Work Order issued
- 4 Certificates of Zoning Approval & Compliance
- 3 Building Permit Extensions Issued
- 3 Building Permit Expiration Letters
- ISO 2019 Code Enforcement Evaluation Report Received

C. Wastewater Treatment Plant

- General maintenance and upkeep ongoing.

D. Water Distribution/Treatment

- Distribution personnel have been fixing/locating leaks.
- Treatment Plant general maintenance ongoing.

E. Buildings

- General Maintenance ongoing. Additional cleaning protocols in place due to COVID-19 situation.

F. Capital Projects

- Please find below a brief status update of on-going projects:

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – May 2020

2020 Current Master Capital Project Summary		
Description	Status as of 5/31/20	Estimated Completion of Phase
2020 Annual Street Resurfacing	Awaiting NYSDOT \$\$	Fall 2020
LED Streetlight Replacement	PSC Approval	Mid-2020
2010 Glenmore Dam	DEC Review	1/1/2021
2016 Water Treatment Plant Generator	Close-out Docs	Spring 2020
WWTP Flood Repairs and Mitigation	Awaiting \$\$ For Close	Spring 2020
WWTP Aeration Improvements	Awaiting \$\$ For Close	Spring 2020
West Elm Infrastructure - Sewer and Water	Substantial Comp.	Spring 2020
Higginbotham Dam Repairs	TBD	TBD
Mt Hope Lower Dam Engineering Assessment	NYSDEC Review	Unknown
WWTP EPC Project	Finalizing Design	December 2022
New DPW Facility Design (DASNY)	Prelim Design	Summer 2020
2020 Sidewalk Replacement (internal)	On Hold	Fall 2020
Sidewalk Replacement (DASNY)	DASNY Review	Fall 2020

- LED Streetlight Replacement**
 Status: National Grid Documents still need to be sent to Public Service Commission (by National Grid) for approval before project can progress to implementation on the National Grid-owned poles. PSC is working with National Grid currently since National Grid keeps delaying the process. Assistant City Engineer is working on Securing materials from NYPA by July 15th. Contractor has started construction of Oneida Street Plaza improvements with the work being completed by early June. Restoration of Oneida Street Plaza to be done at a later date to allow settling of disturbed areas.
- WWTP Flood Repairs and Mitigation**
 Status: Close-out process. All docs in with FEMA and awaiting final reimbursements.
- WWTP Aeration Improvements**
 Status: Close-out process. Awaiting final reimbursement from NYSEFC prior to completing Close-out resolution.
- West Elm Infrastructure – Sewer and Water**
 Status: Substantially Complete. Final restorations and completion of punch list items to occur in late Spring. Change Order expected in May/June to extend date for restoration and final payment. Assistant City Engineer is managing this project.
- WWTP EPC Project**
 Budget: ~44,000,000
 Design Submission completed for NYSDEC Regulatory Review. Final Design progressing with Value Engineering. Energy Performance Contract DRAFT sent to City in April for Engineering and Legal Review. Legal Review sent back to ESG for comment review.

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – May 2020

- **New DPW Facility**
Budget: 1,900,000 (NY RISING GRANT)
Status: DASNY Coordination. Awaiting timeframe for Grant Funds so design can progress. Preliminary Design anticipated in Spring, Consultant under contract to progress project and Assistant City Engineer has completed Kick-off Meetings. Assistant City Engineer is managing this project.

 - **Sidewalk Replacement (Internal)**
Budget: 25,000
Status: Program ongoing, but on-hold for Winter. Tasks continually generated in Cartegraph work order.

 - **Sidewalk Replacement (DASNY)**
Budget: 50,000 (SAM GRANT)
Status: DASNY Coordination. Awaiting timeframe for Grant Funds so project can be put out to bid. Design at 95% Complete.

 - **Higinbotham Brook Assessment (Mini-brook)**
 - Preliminary Engineering Phase. Consultant Selected for trenchless rehabilitation analysis, deadline Summer 2020. Property list for “Open-drainage” neighboring properties identified, with potential access locations being determined. 20-min easement will be required along entire “open-drainage” section. It is being evaluated what equipment the City may have to purchase in order to properly maintain the “open-drainage” section, if that moves forward. Keep in mind that obtaining an easement from every property adjoining the “open-drainage” section of the Brook will end up being costly to General Fund.
-

**CITY OF ONEIDA
FIRE DEPARTMENT**

**DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE**

Dennis Fields
Fire Chief



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

***Oneida Fire Dept
Monthly Reports***

May, 2020

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Dennis Fields, *Chief*



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

Fire Department Revenue- May, 2020

Alarm Permits:	\$0
Solid Fuel Burning Permits:	\$0
Tent Inspections:	\$180
Fire/Housing Inspections:	\$0



Housing Totals

Inspections	0
Re-inspections	0
3+ Family	0
Complaints	1
Vacates	1
No shows	0

May, 2020	YTD
FIRE	\$713.04
RESCUE	\$328.22
NON-FIRE	\$837.07
EMERGENCY RESPONSE TOTALS	\$13,143.95

TYPE OF CALLS REPORT
AND NUMBER OF CALLS

FIRE	3
RESCUE	145
NON FIRE	35
TOTAL	183



Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$120,000.00	\$3,734.37	\$87,678.91
Train/EMS 107	\$6,500.00		\$6,230.89
Fire Mar 108	\$3,000.00		\$2,888.80
Train/Fire 109	\$5,000.00		\$4,201.60
Alarm Maint 110	\$0.00		\$0.00
Personal Leave 112	\$1,600.00		\$1,600.00
Short Shift 114	\$50,000.00	\$2,919.92	\$38,392.98

YTD Call Comparison

	2019	2020	DIFF
FIRE	13	11	-2
RESCUE	615	663	48
NON FIRE	178	198	20
Totals:	806	872	66

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Fire Marshal's Office
Brian B. Burkle Jr., Assistant Fire Marshal



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

FIRE MARSHAL MONTHLY REPORT MAY 2020

TITLE / NAME	TOTAL HOURS
TOTAL OFFICE HOURS	20

OFFICE BREAKDOWN	TOTAL INSPECTIONS	
BUSINESS INSPECTION	0	
BUSINESS REINSPECTION	0	
BUSINESS C OF C	0	
PUBLIC ASSEMBLY INSPECTION	0	
PUBLIC ASSEMBLY REINSPECTION	0	
PUBLIC ASSEMBLY C OF C	0	
OPERATING PERMITS	0	
SOLID FUEL BURNING DEVICE	0	
ORDER TO VACATE	0	
VACANT PLACARDS	0	
VACANT BUILDING INSPECTIONS	0	
KNOX BOX WORK	1	
COMPLAINTS	2	
NO SHOW	0	
MEETINGS / CODES SCHOOL	0	HOURS
PLAN REVIEW	2	HOURS
MISCELLEANOUS	2.5	HOURS

OFFICE BREAKDOWN CONT.	TOTAL HOURS
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	0 HOURS
SMOKE DETECTOR INSTALLATION	0 HOURS
SMOKE DETECTORS INSTALLED	0
BIRTHDAY DRIVE-BY	32

FIRE MARSHAL'S ACTIVITIES

- Site visit at Harden Plaza. Discussed the driveway requirements for fire department access. Provided requirements for a Temporary Certificate of Occupancy.
- Teamed up with the Police Department for 32 drive-by for Birthday Parties.
- Distributed approximately 9,000 bottles of hand sanitizer and approximately 1,000 masks to the public.
- Assisted with 2 Dairy and Bread Drive-Thru Giveaways.
- All fire inspections, fire prevention, and site inspections have been cancelled due to COVID-19 Pandemic.