

City of Oneida

Recreation  
Department

Monthly Report

Leo Matzke  
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

November 2017

**REVENUE**

In the month of November the Recreation Department generated a total of \$11,176.50 in revenue.

**USAGE/COMPARISON**

Our November 2017 Gym rental revenue is up 44% from November 2016. In November of 2016 we generated \$3,111.00 in gym rental revenue as compared to \$4,490.00 in 2017. Our November 2017 room rentals were \$187.00 as compared to \$515.00 in 2016. As of December 1, 2017 our yearly gym rental revenue is \$37,759.25 as compared to \$37,678.00 on December 1, 2016, a 0.2% increase, our room rentals revenue is \$4,234.50 in 2017 as compared to \$5,150.00 in 2016 a 17% decrease.

**MAINTENANCE**

Starting in November we drop to just one maintenance worker who only works 27 hours a week. His main responsibility is snow removal, but when there is no snow he works on odd jobs around the parks and Recreation Center.

- Set up Christmas lights at Higginbotham Park
- Maintain equipment
- Cleaned parks, doggie pots
- Repairs at rec center
- Cleaned up leaves at Allen Park

**UPDATES**

**Rail Trail**

Bids went out in October and came back in November. Bids came in much higher than expected and we have been looking at different ways to get the project with in the budgeted amount. Bids need to accepted or rejected by mid-December.

We are continuing to work with a community group called CAYR. They are volunteering during our after school program two times a week on Tuesdays and Thursdays to help add activities to the afterschool program. So far the program is popular with the kids and it gives them something else to do at the after school program.

The Parks and Recreation budget was submitted and discussed with the Mayor. Next step will be a meeting with the council. For the most part the 2018 budget was not much different from the 2017 budget.

Now that we are into the winter season the Recreation Center is in use 12 – 14 hours a day, 7 days a week. Between our own programming and the rentals we are very busy. This is nothing new to us and we have been able to develop a system that we use to keep everything organized and running on time. Like every year we have had some turn over in staff from last year to this year. This year's staff has been doing a good job: we have had a few growing pains but nothing that we haven't been able to work through.

With all of our fall programming done, winter programming is in full swing. Men's Basketball, Co-ed Volleyball, youth basketball and the after school program are going 5 days a week. After the first of the year we will look to add more programming to the mix with programs like pound and archery.

Below are charts that show the number of rentals we have booked since 2014.  
2014 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
<b>TOTAL</b>	<b>181</b>	<b>63</b>	<b>183</b>	<b>24</b>	<b>451</b>

2015 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
<b>TOTAL</b>	<b>170</b>	<b>199</b>	<b>191</b>	<b>7</b>	<b>567</b>

2016 Yearly Number

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
January	14	25	21	3	63
February	17	26	18	2	63
March	16	29	27	1	73
April	12	31	26	2	71
May	14	24	20	1	59
June	14	14	18	0	46
July	5	8	12	0	25
August	11	15	8	0	34
September	10	8	13	0	31
October			20	0	44
November	8	7	23	3	41
December	4	10	17	1	32
<b>TOTAL</b>	<b>141</b>	<b>205</b>	<b>223</b>	<b>13</b>	<b>550</b>

2017 Yearly Numbers

<b>Rec Center Rentals</b>	<b>Gym Rentals</b>	<b>Room Rentals</b>	<b>Tot Parties</b>	<b>Teen Parties</b>	<b>Total</b>
<b>January</b>	9	9	16	3	37
<b>February</b>	9	12	20	3	37
<b>March</b>	13	9	21	3	46
<b>April</b>	14	12	32	2	60
<b>May</b>	11	5	17	1	34
<b>June</b>	11	6	19	1	37
<b>July</b>	10	5	8	0	23
<b>August</b>	8	5	12	1	26
<b>September</b>	13	5	15	0	33
<b>October</b>			17	1	44
<b>November</b>	13	12	22	2	49
<b>December</b>					
<b>TOTAL</b>	<b>123</b>	<b>94</b>	<b>199</b>	<b>17</b>	<b>433</b>

Lucas Griff

Parks and Recreation Director

Leo Matzke  
Mayor



Lucas M. Griff  
Director

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**DEPARTMENT OF PARKS AND RECREATION**  
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Telephone: (315) 363-3590 Fax: (315) 363-6062  
[www.oneidacity.com](http://www.oneidacity.com)

Oneida Recreation Department Coordinator  
Programming Report November 2017

November was a fun month at the Rec Center. We transitioned from football into basketball and it ran very smooth. Our NFL Flag league was a huge success and we held the championship games under the lights on a cold/wet November evening down at Vet's. The fields were surrounded by parents and families watching the finals for our league.

Also finishing in November was our archery program. We held a final competition for all 16 participants with awards given to the champions along with their photos taken for our Facebook page. Pound class was for teachers to have a nice aerobic workout after school and before dinner. We ended up with 8 members and plan on doing another session later in the evening starting in January.

Our after-school program has been bringing in about 20-25 kids a day but will definitely increase in January when we implement more activities.

We made a big push for our skills and drills program, hoop monsters and Reckers travel basketball teams. For our skills and drills program on Saturday mornings, we have around 60 kids ranging from kindergarten to 3rd grade. We have about 80 kids for our Hoop Monsters program between the grades 3<sup>rd</sup> through 6<sup>th</sup>. In our Reckers travel basketball program we have 4 teams total. One team for the 6<sup>th</sup> grade level and 3 teams for the 7<sup>th</sup>/8<sup>th</sup> grade level. Basketball is in full effect!

For adults, we have 6 teams in our MUNY league program for Monday nights and 13 teams for our co-ed Thursday night volleyball league. We are also averaging about 15-20 adults for open gym on Tuesday evenings.

Our rock painting program is still successful, gaining more and more members each session. We held 2 sessions in November with 45 kids and 24 adults participating. Our popularity has grown county wide as people keep finding our painted rocks and various parks, businesses and even on lawns throughout our community.

Respectively submitted,

Justin Acker  
Recreation Coordinator

Oneida Recreation Department  
Programming Report  
November, 2017

**Youth Programming**

**Tot Fun-n-Run:**

The Tot Fun-n-Run program is enjoyed by Parents/Grandparents in our community and is geared for children 6 years and younger. Tot Fun-n-Run is open Monday thru Friday from 9:00 am-12:00 noon. Children can enjoy playing on our bounce houses, rock wall, roller coasters and tot room filled with all kinds of activities for kids. This Program gives Parents/Grandparents an opportunity for their children/grandchildren to interact with other children in our community. We had 267 people sign in for the month of November for an average of 15 per day.

**Afterschool Program: (Teen Center)**

The Afterschool Program (Teen Center) this program is for all area children in grades 3<sup>rd</sup> thru 12<sup>th</sup>. The Teen Center is open Monday-Friday from 3:00-5:30pm. Teens can come play basketball, dodgeball, air hockey or just hang out with their friends in a supervised safe environment. We had 213 participants sign in for the month of November with an average 11 per day.

**Hoop Monsters & Skills & Drills**

Hoop Monsters teams were broken down between 3<sup>rd</sup> & 4<sup>th</sup> Grades and 5<sup>th</sup> & 6<sup>th</sup> Grades. Hoop Monster games will start on Saturday, December 9<sup>th</sup>. Games will be on Tuesday's for 3<sup>rd</sup> & 4<sup>th</sup> and on Wednesday's for 5<sup>th</sup> & 6<sup>th</sup> and alternate Saturday's. There are 73 children signed for this program. Skills & Drills is for boys/girls in Kindergarten-3<sup>rd</sup> Grade. The Skills & Drills program started on Saturday, November 4<sup>th</sup>. There are 73 children signed up for this program.

**Adult Programming**

MUNY games are played on Monday evenings. There are 6 team's signed up for MUNY.

Co-ed Volleyball games are played on Thursday evenings. There are 13 team's sign up for Volleyball. Their season began the first week in November.

**Adult Open Gym**

The Adult Open Gym started on Tuesday, November 7<sup>th</sup>. This program is for area adults who want to come and play basketball. Adult Open Gym is on Tuesday's from 8:30-10:00.

Respectively Submitted,

Carmela Endemann  
Recreation Specialist

City of Oneida Parks Recreation  
Monthly Revenue - November 2017

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
10/30/2017	Adult Volleyball	\$175.00	10577	11/2/2017	Balance Forward		\$4,077.00		
10/31/2017	Adult Volleyball	\$50.00	10578		11/7/2017	Youth Basketball	\$15.00	10610	11/13/2017
	Rec Center - Room	\$10.00	10579			Rec Center - Tot	\$65.00	10610	
	Adult Volleyball	\$50.00	10580			Rec Center - Tot	\$110.00	10611	
	VOID					Rec Center - Tot	\$65.00	10612	
	Adult Volleyball	\$175.00	10581		11/8/2017	Rec Center - Tot	\$65.00	10613	
	Youth Basketball	\$240.00	10582		11/9/2017	Rec Center - Tot	\$55.00	10614	
	Rec Center - Tot	\$100.00	10583			Rec Center - Tot	\$300.00	10615	
11/2/2017	MUNY Basketball	\$400.00	10584	11/3/2017	11/10/2017	Youth Basketball	\$75.00	10616	11/14/2017
	Pound	\$32.00	10585			Adult Volleyball	\$175.00	10617	
	Youth Basketball	\$330.00	10586			Adult Volleyball	\$125.00	10618	
	MUNY Basketball	\$200.00	10587		11/11/2017	Youth Basketball	\$15.00	10619	
	Rec Center - Tot	\$130.00	10588			Youth Basketball	\$15.00	10620	
	Youth Basketball	\$30.00	10589			Youth Basketball	\$30.00	10621	
11/3/2017	Youth Basketball	\$150.00	10590			Youth Basketball	\$90.00	10622	
	Rec Center - Tot	\$100.00	10591			Rec Center - Tot	\$65.00	10623	
	Rec Center - Tot	\$75.00	10592		11/12/2017	Rec Center - Room	\$15.00	10624	
	Rec Center - Tot	\$85.00	10593			Rec Center - Tot	\$75.00	10625	
11/4/2017	Youth Basketball	\$30.00	10594			Rec Center - Tot	\$65.00	10626	
	Youth Basketball	\$15.00	10595			Rec Center - Tot	\$75.00	10627	
	Youth Basketball	\$30.00	10596		11/13/2017	Rec Center - Tot	\$70.00	10628	
	Rec Center - Tot	\$20.00	10597			Rec Center - Room	\$20.00	10629	
	Rec Center - Tot	\$90.00	10598			Rec Center - Tot	\$20.00	10630	
11/5/2017	Rec Center - Room	\$15.00	10599			Youth Basketball	\$240.00	10631	
	Rec Center - Gym	\$80.00	10600			Rec Center - Tot	\$100.00	10632	11/16/2017
11/6/2017	Rec Center - Tot	\$55.00	10601			VOID	VOID	10633	
	Rec Center - Tot	\$55.00	10602			Rec Center - Gym	\$90.00	10634	
	Rec Center - Tot	\$55.00	10603			MUNY Basketball	\$50.00	10635	
	Youth Basketball	\$225.00	10604		11/14/2017	MUNY Basketball	\$250.00	10636	
11/6/2017	Rec Center - Tot	\$55.00	10605	11/7/2017		Rec Center - Gym	\$750.00	10637	
11/7/2017	MUNY Basketball	\$765.00	10606		11/15/2017	Youth Basketball	\$90.00	10638	
	Rec Center - Tot	\$110.00	10607		11/16/2017	Rec Center - Tot	\$55.00	10639	11/17/2017
	Youth Archery	\$50.00	10608			Youth Basketball	\$180.00	10640	
	Youth Basketball	\$150.00	10609			TOTAL	\$7,487.00		
	TOTAL	\$4,077.00							





City of Oneida Parks Recreation  
 Monthly Revenue - November 2017

Gym/Room Rental Monthly Comparison		2017 Nov	2017 Nov	% Increase/Decrease	Rec Center	Gym Room	Tot	Teen	TOTAL
Gym	Room	\$3,111.00	\$4,490.00	44%	January	Rentals	Parties	Parties	
		\$515.00	\$187.50	-63%	February	9	12	16	37
					March	13	9	21	44
					April	14	12	32	46
					May	11	5	17	60
					June	11	6	19	34
					July	10	5	8	37
					August	8	5	12	23
					September	13	5	15	26
					October	12	14	17	33
					November	13	12	22	44
					December				49
					TOTAL	123	94	199	433

  

Gym/Room Rental Yearly Comparison		12/1/2016	12/1/2017	% Increase/Decrease
Gym	Room	\$37,678.00	\$37,759.25	0.2%
		\$5,150.00	\$4,234.50	-17%





# CITY OF ONEIDA

## Revenue / Expense Control Report

Fiscal Year: 2017 Period From: 1 To: 12

Account No.	Description	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
<b>Grand Total</b>		(10,823.53)	(316,431.00)	(330,531.00)	(282,972.22)	(47,558.78)	16,284.60	(31,274.18)	85.61

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

COMPTROLLER

MONTHLY

REPORTS

12/14/2017

## 2017 SALES TAX

MONTH	RECEIVED	BUDGET 2016	ACTUAL 2016	BUDGET 2017	ACTUAL 2017	PERIOD VARIANCE	Y-T-D VARIANCE
JANUARY	2/6/2017	\$ 281,164	\$ 305,086	\$ 291,286	\$ 422,381	\$ 131,095	\$ 131,095
	2/13/2017	\$ 65,225	64,861	\$ 67,573	68,717	\$ 1,144	\$ 132,240
FEBRUARY	3/6/2017	\$ 244,440	258,364	\$ 253,240	262,823	\$ 9,583	\$ 141,822
	3/13/2017	\$ 47,467	48,444	\$ 49,176	47,981	\$ (1,195)	\$ 140,627
MARCH	4/7/2017	\$ 165,745	163,408	\$ 171,712	321,091	\$ 149,379	\$ 290,006
	4/13/2017	\$ 258,269	309,246	\$ 267,566	69,858	\$ (197,709)	\$ 92,298
<b>1ST QTR</b>		\$ 1,062,310	\$ 1,149,409	\$ 1,100,553	\$ 1,192,850	\$ 92,298	\$ 92,298
APRIL	5/5/2017	\$ 284,607	\$ 293,338	\$ 294,853	\$ 292,956	\$ (1,897)	\$ 90,401
	5/15/2017	59,055	67,620	\$ 61,181	60,792	\$ (388)	\$ 90,012
MAY	6/6/2017	285,296	290,752	\$ 295,566	295,714	\$ 148	\$ 90,160
	6/13/2017	52,484	54,530	\$ 54,373	73,709	\$ 19,336	\$ 109,495
	6/30/2017	93,150	117,282	\$ 96,503	148,538	\$ 52,035	\$ 161,530
JUNE	7/3/2017	174,658	163,066	\$ 180,946	171,222	\$ (9,724)	\$ 151,806
	7/13/2017	168,454	180,366	\$ 174,518	115,995	\$ (58,523)	\$ 93,283
<b>2ND QTR</b>		\$ 1,117,704	\$ 1,166,954	\$ 1,157,941	\$ 1,158,926	\$ 985	\$ 93,283
<b>1st Half Collections</b>			<b>2,316,362</b>		<b>2,351,777</b>	<b>% Of Increase 1.5%</b>	
JULY	8/7/2017	\$ 289,613	\$ 236,265	\$ 300,039	\$ 295,525	\$ (4,515)	\$ 88,768
	8/18/2017	58,278	60,974	\$ 60,376	66,581	\$ 6,205	\$ 94,973
AUGUST	9/7/2017	284,088	281,701	\$ 294,315	283,991	\$ (10,324)	\$ 84,649
	9/13/2017	58,333	55,868	\$ 60,433	84,251	\$ 23,819	\$ 108,467
SEPTEMBER	10/6/2017	242,967	434,138	\$ 251,714	373,301	\$ 121,587	\$ 230,054
	10/13/2017	169,864	61,349	\$ 175,979	72,292	\$ (103,687)	\$ 126,367
<b>3RD QTR</b>		\$ 1,103,144	\$ 1,130,295	\$ 1,142,857	\$ 1,175,941	\$ 33,084	\$ 126,367
OCTOBER	11/7/2017	\$ 293,227	\$ 246,323	\$ 303,783	\$ 298,422	(5,361)	121,006
	11/13/2017	46,725	63,011	\$ 48,408	57,277	8,869	129,875
NOVEMBER	12/7/2017	280,560	273,475	\$ 290,660	302,273	11,613	141,488
	12/13/2017	55,471	60,607	\$ 57,468	59,790	2,321	143,810
		67,275	78,243	\$ 69,697		(69,697)	74,113
DECEMBER		174,242	185,042	\$ 180,515		(180,515)	(106,402)
		249,342	104,333	\$ 258,618		(258,618)	(365,021)
<b>4TH QTR</b>		\$ 1,166,843	\$ 1,011,034	\$ 1,209,149	\$ 717,761	\$ (491,388)	\$ (365,021)
<b>TOTALS</b>		\$ 4,450,000	\$ 4,457,691	\$ 4,610,500	\$ 4,245,479	\$ (365,021)	\$ (365,021)

**CITY OF ONEIDA**  
**DEPARTMENT OF HOUSING CODE ENFORCEMENT**

**BOB BURNETT**  
Housing Code  
Enforcement Officer



109 North Main Street  
Oneida, New York 13421  
Tel.: 315-363-8460  
Fax: 315-363-9558  
bburnett@oneidacity.com

**MONTHLY REPORT**  
**November 2017**

**Inspections - Housing**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
Inspections	13	17	25	14	35	14	5	0	6	2	8		139
RE-inspections	37	26	29	22	28	90	14	10	14	4	5		279
Complaints	4	3	4	4	4	4	2	3	1	2	5		36
3+ Family	5	10	3	5	20	4	0	0	4	1	3		55
Vacates	1■	1■	0	0	1*	1*	1*	18◆	1×	4*	1✓		29
No Shows	0	1	4	5	3	7	0	0	0	0	1		21

✓no gas/heat

■infestation

\*no power

◆16 no water and 2 no power

×overcrowding

Note: Vacation time taken during July and August

Monthly Report

City  
Chamberlain

City of Oneida



TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY CHAMBERLAIN DURING NOVEMBER, 2017

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	40,555.26
COUNTY PORTION	26,804.56
INTEREST AND PENALTIES	6,736.01
DELINQUENT SCHOOL TAX COLLECTED	120,504.60
FEES ON SCHOOL TAXES	6,116.05
5% COLLECTOR'S FEE	4,544.47
WATER AND SEWER RENTS COLLECTED	251,893.91
WATER SERVICE CHARGES	9,161.51
TAX SALE CERTIFICATES	77,761.60
FEES ON TAX SALE CERTIFICATES	15,117.15
FILING FEES	1,650.00
CERTIFIED MAIL	7.00
ADVERTISING	17.01
TAX SEARCHES	935.00
FINES AND PENALTIES (PARKING TICKETS)	2,795.00
COURT REPORT	8,119.01
COURT-BAIL FORFEIT	
CITY CLERK EARNINGS	6,436.30
POLICE REPORT	203.55

RECREATION DEPARTMENT	
YOUTH BASKETBALL	2,490.00
MUNY BASKETBAL	2,352.00
ARMORY REVENUE	4,517.50

FIELD/PARK/POOL RENTAL	160.00
ZUMBA	32.00
ADULT VOLLEY BALL	1,375.00
DODGEBALL	0.00
YOUTH ARCHERY	250.00

INSURANCE RECOVERY PERMA	2495.01
HEALTH INSURANCE	7960.79
HEALTH INSURANCE REIMBURSEMENT	2,256.65
FIRE INSPECTION FEES	1385
RETURN CHECK FEE	20
BANKRUPTCY DICK	280.24
UTILITY TAXES	548.02
CS TEST FEES	20

SPECIAL ASSESSMENTS	0.00
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RECEIPTS FROM NEW YORK STATE  
DEPARTMENTS AND AGENCIES

RECEIPTS FROM MADISON COUNTY

MADISON COUNTY MORTGAGE TAX	99929.68
	0
	0

REDEPOSITED ITEMS		165.37
CD REHAB PAYMENTS		0.00
REVOLVING LOAN PAYMENTS		4,519.91
TOTAL FUNDS DEPOSITED	0	710,115.16
CITY/COUNTY TAXES COLLECTED		67,359.82
PERCENT COLLECTED AS OF NOV 30 2017		96.79%

2016-2017 ONEIDA CITY SCHOOL TAX COLLECTED	46743.35
PERCENT COLLECTED AS OF NOV 30 2017	69.53%

  
CITY CHAMBERLAIN

*Office of the  
City Clerk*

*Monthly Report*

**CITY OF ONEIDA**  
**OFFICE OF THE CITY CLERK**

REPORT FOR THE MONTH OF NOVEMBER 2017

COUNTER SERVICE:

Total Income from Counter Service: \$ 5,880.95

City's Share of Total Income: \$ 5,534.25

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
<b>DOGS</b>		
LATE FEE TAG IMPOUNDMENT		
NYS SURCHARGE \$ 1.00	\$ 26.00	
26 LICENSES S/N	\$ 286.00	\$ 286.00
5 LICENSES UN S/N	\$ 125.00	\$ 125.00
LICENSES NO FEE		
US/UN NYS SURCHARGE \$ 3.00	\$ 15.00	
DOG ADJUSTMENT	\$ 452.00	\$ 411.00
<b>BINGO</b>		
GAMES RECEIPTS	\$ -	\$ -
<b>GAMES OF CHANCE/BELL JAR</b>		
RECEIPTS		
1 GAMES	\$ 25.00	\$ 10.00
	\$ 25.00	\$ 10.00
<b>MARRIAGES</b>		
2 LICENSES	\$ 80.00	\$ 35.00
	\$ 80.00	\$ 35.00
<b>OTHER ITEMS</b>		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 136.95	\$ 136.95
173 MISC CERTIFICATES	\$ 1,730.00	\$ 1,730.00
5 CERT OF OCCUPANCY	\$ 90.00	\$ 90.00
5 BUILDING PERMITS	\$ 1,310.00	\$ 1,310.00
BUILDING PERMIT FEES (LATE)	\$ 150.00	\$ 150.00
2 SECOND HAND DEALERS PERMIT	\$ 100.00	\$ 100.00
1 TRUSS ID	\$ 50.00	\$ 50.00
Z.B.A. APPLICATIONS		
TRAILER PARK PERMITS		
AMUSEMENT DEVICE LICENSES		
EXCAVATION PERMITS		
TAXI BUSINESS		

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
25 DEED REC. FEE	\$ 750.00	\$ 750.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
TAXI DRIVER		
TAXI VEHICLES		
2 SIGN PERMIT	\$ 150.00	\$ 150.00
1 SITE PLAN	\$ 100.00	\$ 100.00
1 CONDITIONAL USE PERMIT	\$ 100.00	\$ 100.00
2 MINOR PLAT	\$ 150.00	\$ 150.00
MAJOR PLAT		
1 SEWER PERMIT	\$ 50.00	\$ 50.00
TENT PERMIT		
WOOD STOVE PERMIT		
SOLICITOR LICENSE		
2 ADDITIONAL SALESPERSON	\$ 30.00	\$ 30.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		
ALARM		
1 GARBAGE	\$ 100.00	\$ 100.00
JUNK		
SUBDIVISION APPL. (Waiver of Non-appli)		
ZONE CHANGE APPLICATION		
USE VARIANCE		
1 AREA VARIANCE	\$ 50.00	\$ 50.00
	<u>\$ 5,071.95</u>	<u>\$ 5,071.95</u>

MADISON COUNTY LANDFILL

18 CARDS	\$ 252.00	\$ 6.30
	<u>\$ 252.00</u>	<u>\$ 6.30</u>

GRAND TOTALS \$ 5,880.95 \$ 5,534.25

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 5,534.25
MADISON CO. TREAS.-LANDFILL	\$ 245.70
NYS DEPT. OF HEALTH	\$ 45.00
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 41.00
NYS COMPTROLLER G	\$ 15.00
TOTALS	<u>\$ 5,880.95</u>

15 DEATHS RECORDED  
29 BIRTHS RECORDED  
11 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  
ksalermo@oneidacity.com

***Oneida Fire Dept  
Monthly Reports***

***November 2017***

October/November, 2017	10/15-11/11	YTD
FIRE		\$6,946.11
RESCUE	760.29	5936.85
NON-FIRE	2387.97	21598.49
<b>EMERGENCY RESPONSE TOTALS</b>	<b>\$3,148.26</b>	<b>\$34,481.45</b>

TYPE OF CALLS REPORT  
AND NUMBER OF CALLS

FIRE	2
RESCUE	102
NON FIRE	42
<b>TOTAL</b>	<b>146</b>



Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$140,502.29	\$9,255.74	\$4,984.62
Train/EMS 107	\$4,000.00	\$1,127.86	\$2.45
Fire Mar 108	\$5,000.00	\$2,978.36	\$0.46
Train/Fire 109	\$4,000.00	\$2,557.96	\$1.56
Alarm Maint 110	\$2,000.00		\$966.79
Personal Leave 112	\$2,000.00		\$1,364.17
Short Shift	\$53,000.00		\$0.00

YTD Call Comparison

	2016	2017	DIFF
FIRE	30	24	-6
RESCUE	1337	1322	-15
NON FIRE	373	407	34
<b>Totals:</b>	<b>1740</b>	<b>1753</b>	<b>13</b>



# CITY OF ONEIDA

## Expense Control Report

Fiscal Year: 2017 Period From: 1 To: 12

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 001</b>	<b>GENERAL FUND</b>								
001.3410.0101	SALARIES..FIRE	0.00	1,615,024.00	1,617,734.72	1,518,142.92	99,591.80	0.00	99,591.80	93.84
001.3410.0102	OVERTIME..FIRE	0.00	104,000.00	146,033.84	141,049.22	4,984.62	0.00	4,984.62	96.59
001.3410.0103	RETIREMENT..	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001.3410.0104	HOLIDAY..	0.00	63,000.00	55,750.29	55,750.29	0.00	0.00	0.00	100.00
001.3410.0105	VACATION BUYBACK	0.00	3,300.00	3,300.00	0.00	3,300.00	0.00	3,300.00	0.00
001.3410.0106	SICK LEAVE BUYBACK..	0.00	7,300.00	7,300.00	0.00	7,300.00	0.00	7,300.00	0.00
001.3410.0107	EMT TRAINING OVERTIME..	0.00	4,000.00	3,600.00	3,597.55	2.45	0.00	2.45	99.93
001.3410.0108	FIRE MARSHALL OVERTIME..	0.00	5,000.00	4,600.00	4,599.54	0.46	0.00	0.46	99.99
001.3410.0109	TRAINING OVERTIME..	0.00	4,000.00	3,600.00	3,598.44	1.56	0.00	1.56	99.96
001.3410.0110	FIRE ALARM OVERTIME..	0.00	2,000.00	1,600.00	633.21	966.79	0.00	966.79	39.58
001.3410.0112	PERSONAL LEAVE..	0.00	2,000.00	1,600.00	235.83	1,364.17	0.00	1,364.17	14.74
001.3410.0113	207A DISABILITY RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001.3410.0114	SHORT SHIFT STAFFING OVERTIME	0.00	0.00	8,497.71	8,497.71	0.00	0.00	0.00	100.00
001.3410.0115	HEALTH INSURANCE BUYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001.3410.0200	FIRE EQUIPMENT..	1,612.72	10,000.00	14,280.00	6,781.47	5,498.53	3,575.00	1,923.53	61.49
001.3410.0201	EMS EQUIPMENT	0.00	3,700.00	3,700.00	2,845.82	854.18	550.00	304.18	76.91
001.3410.0300	MEDICAL SUPPLIES	0.00	9,000.00	9,000.00	5,302.98	3,697.02	3,697.00	0.02	58.92
001.3410.0306	OTHER-GAS+ DIESEL	99.55	6,500.00	6,500.00	5,982.07	517.93	0.00	517.93	92.03
001.3410.0317	CLOTHING..	0.00	15,000.00	17,871.00	11,376.80	6,494.20	6,220.53	273.67	63.66
001.3410.0318	TURNOUT GEAR - MAINTENANCE	0.00	9,000.00	41,228.00	41,228.00	0.00	0.00	0.00	100.00
001.3410.0400	SCBA	795.00	5,700.00	5,875.00	5,353.36	521.64	0.00	521.64	91.12
001.3410.0401	207A	2,023.17	21,198.00	23,983.20	23,983.20	0.00	0.00	0.00	100.00
001.3410.0403	CONTRACTS..	0.00	12,000.00	11,825.00	8,750.02	3,074.98	961.15	2,113.83	74.00
001.3410.0404	RESCUE FEE PAYMENTS..	0.00	500.00	650.00	341.75	308.25	0.00	308.25	52.58
001.3410.0405	BUILDING MAINTENANCE & REPAIR..	0.00	6,000.00	5,000.00	3,694.21	1,305.79	673.86	631.93	73.88
001.3410.0407	CHIEF'S EXPENSE..	0.00	2,500.00	4,500.00	1,175.26	3,324.74	2,998.00	326.74	26.12
001.3410.0408	NEW HIRE EXPENSE	0.00	3,000.00	2,500.00	599.29	1,900.71	0.00	1,900.71	23.97
001.3410.0409	EQUIPMENT REPAIR & MAINT...	0.00	19,000.00	20,904.62	17,092.05	3,812.57	1,088.68	2,723.89	81.76
001.3410.0410	RADIO MAINTENANCE & REPAIR..	795.00	2,000.00	1,000.00	890.00	1,100.00	0.00	110.00	89.00
001.3410.0413	TRAINING..	0.00	3,000.00	3,000.00	679.80	2,320.20	450.00	1,870.20	22.66
001.3410.0416	CME CERTIFICATION EXPENSE	0.00	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00	0.00
001.3410.0437	PRINTING..	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001.3410.0438	FIRE MARSHALL ACCOUNT	315.95	5,000.00	5,000.00	4,426.16	573.84	0.00	573.84	88.52

# CITY OF ONEIDA

## Expense Control Report

Fiscal Year: 2017 Period From: 1 To: 12

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 001	GENERAL FUND								
001.3410.0444	OFFICE EXPENSE..	0.00	1,000.00	1,000.00	528.01	471.99	0.00	471.99	52.80
Total Fund 001	GENERAL FUND	5,641.39	1,943,722.00	2,032,733.36	1,879,134.96	153,598.42	20,214.22	133,384.20	92.44
Grand Total		5,641.39	1,943,722.00	2,032,733.36	1,879,134.96	153,598.42	20,214.22	133,384.20	92.44

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

# 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- November, 2017

Alarm Permits:	\$0
Solid Fuel Burning Permits:	\$0
Tent Inspections:	\$0
Fire/Housing Inspections :	\$17205.00 (billed as of 11/30/2017)
Collected:	\$14190.00*(collected as of 11/30/17)

#Relevy notices sent 10/1/2017 for uncollected inspection fees

# 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 NOVEMBER 2017

TITLE / NAME	TOTAL HOURS
<b>TOTAL OFFICE HOURS</b>	<b>71.5</b>

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	2
BUSINESS REINSPECTION	3
BUSINESS C OF C	3
PUBLIC ASSEMBLY INSPECTION	1
PUBLIC ASSEMBLY REINSPECTION	1
PUBLIC ASSEMBLY C OF C	1
OPERATING PERMITS	1
SOLID FUEL BURNING DEVICE	0
ORDER TO VACATE	0
VACANT PLACARDS	0
VACANT BUILDING INSPECTIONS	0
KNOX BOX WORK	0
COMPLAINTS	2
NO SHOW	0
FLOOD DAMAGE INSPECTIONS	0 HOURS
MEETINGS / CODES SCHOOL	25 HOURS
PLAN REVIEW	2 HOURS
MISCELLEANOUS	9.5 HOURS

<b>OFFICE BREAKDOWN CONT.</b>	<b>TOTAL HOURS</b>
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	2 HOURS
SMOKE DETECTOR INSTALLATION	0 HOURS
SMOKE DETECTORS INSTALLED	0

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#### **FIRE MARSHAL'S ACTIVITIES**

- Site plan visit to the Seneca Fields Apartments.
- Site plan visit to the St. Luke's Dialysis Center located at 131 Main St.
- Plan review for Wal-Mart renovations.
- Attended an Active Shooter planning group at OHC. They are planning a functional exercise for May of 2018.
- Conducted a family meeting for a youth fire setter. Met with the legal guardian, mother, mother's boyfriend to discuss previous fires set within home. Also in attendance was FPO Lt. Hoffman and Madison Co. Fire Coordinator Doug Shattuck. There will be follow-up meetings and education for the child.
- Conducted the annual fire inspection at St. Patrick's school.

City of Oneida  
POLICE  
DEPARTMENT

MONTHLY  
REPORT

Police Dept. Statistics 2017 by month

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for service	527	460	540	588	603	708	633	642	620	640	586	
Criminal Offenses	112	142	144	179	146	166	159	131	189	185	168	
Clearances	90	117	123	146	118	137	51	101	162	146	129	
Arrests	63	57	62	66	76	58	83	48	74	72	56	
Parking Tickets	71	67	36	51	65	63	39	16	50	83	132	
Traffic Tickets	154	111	112	145	127	129	66	60	108	119	115	

2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	566	491	590	626	715	733	812	736	620	642	538	537
Criminal Offenses	115	115	161	181	209	141	212	218	128	205	103	89
Clearances	93	104	118	117	137	99	71	126	98	115	83	69
Arrests	78	59	78	106	79	55	56	74	87	74	64	44
Parking Tickets	36	55	98	56	60	45	23	55	68	34	71	55
Traffic Tickets	102	106	116	109	189	125	39	116	79	104	114	57

November 2017 Monthly Report

	Nov-16	Nov-17	YTD Nov-16	YTD Nov-17	Change from previous year
Calls for Service	538	586	7069	6548	Down by 521
Criminal Offenses	103	168	1788	1721	Down by 67
Cleared Cases	83	129	1161	1320	Up by 159
Arrests	64	56	810	713	Down by 97
Parking Tickets	71	132	601	673	Up by 72
Traffic Tickets	114	115	1199	1246	Up by 47
Felony Charges	12	4	78	64	Down by 14
Misdemeanor Charges	36	29	432	356	Down by 76
Violation Charges	13	16	200	190	Down by 10
Arrests under CPL/Bench Warrants	4	7	85	86	Up by 1



Activity for CSO/Ordinance Violations

Type of Complaint	1/17	2/17	3/17	4/17	5/17	6/17	7/17	8/17	9/17	10/17	11/17	12/17
Garbage Complaints	13	8	14	10	14	9	6	11	15	15	15	
Vehicle Lockouts	1	3	6	8	5	12	5	5	7	7	12	
Junk Vehicles	0	0	3	1	3	2	3	3	2	5	3	
Lawn Mowing Complaints	0	0	0	0	4	5	1	0	0	0	0	
Dangerous Dog	0	0	0	0	1	0	0	0	0	0	0	
Abandoned Dog	0	0	0	0	0	0	0	6	0	3	0	
Unlicensed Dog	1	4	1	2	0	5	5	22	4	6	1	
Dogs at large	0	4	8	9	20	27	8	12	14	16	7	
Dog Bites	0	0	1	0	0	5	2	3	0	1	0	
Barking Dogs	0	1	1	0	3	0	3	1	1	0	4	
Animal Abuse	0	1	3	1	3	2	19	0	5	2	3	
Wild Animals	0	1	1	2	5	3	5	11	2	2	5	
Feline Calls	0	0	1	0	2	2	3	2	3	4	2	
Junk Yard	0	0	0	2	1	1	0	0	2	1	0	
Parking Complaint	0	1	1	0	2	0	0	1	0	*19	*25	
Arrests	2	4	7	5	3	8	5	6	7	10	5	

At the direction of the Mayor, the CSO has been working more closely with codes enforcement in an effort to provide a more comprehensive approach to addressing problem properties.

While gaining voluntary compliance to these issues is always the preferred method of dealing with these issues, we are also prepared to take whatever enforcement action is appropriate to resolve these issues as well.

\* parking tickets issued for the month

2017 Overtime Report

Month	OT Pay	OT Comp	Comp used	Reimbursements	Cost after reimburs
JAN	\$3,407.90	179.37	102.50	\$0.00	\$3,407.90
FEB	\$5,445.77	154.50	71.50	\$0.00	\$5,445.77
MAR	\$5,120.41	191.63	70.75	\$0.00	\$5,120.41
APR	\$4,474.30	88.88	80.25	\$1,215.19	\$3,259.11
MAY	\$4,553.04	199.13	207.50	\$1,155.84	\$3,397.20
JUN	\$6,204.33	151.88	38.63	\$0.00	\$6,204.33
JUL	\$8,697.96	239.00	135.50	\$0.00	\$8,697.96
AUG	\$8,387.10	208.13	382.25	\$0.00	\$8,387.10
SEP	\$10,406.21	178.50	336.00	\$0.00	\$10,406.21
OCT	\$6,559.89	144.75	193.25	\$0.00	\$6,559.89
NOV	\$4,851.63	138.00	172.25	\$0.00	\$4,851.63
DEC					\$0.00
				\$2,371.03	\$65,737.51

Nov.	Pay	Comp
Admin	\$0.00	4.250
CPI	\$566.71	25.500
Court	\$507.43	52.875
CBT	\$2,549.87	25.125
CSK	\$488.78	0.000
CSCH	\$78.75	0.000
CVAC	\$181.97	0.000
OCINV	\$0.00	0.375
SCH	\$94.48	24.750
SE	\$383.65	3.000
SI	\$0.00	0.000

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

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.

## 2017 Revenue Report

Month	Amount
January	\$60.50
February	\$88.25
March	\$67.75
April	\$91.75
May	\$89.75
June	\$124.00
July	\$24.75
August	\$2,673.75
September	\$47.75
October	\$203.55
November	\$3,149.50
December	
year to date	\$6,621.30

2016 total	\$7,842.74
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# Community Bank N.A.

Oneida 182 Main  
182 Main Street  
Oneida, NY 13421

November 30, 2017

Chief of Law Enforcement Agency  
Oneida City Police Department  
109 Main Street  
Oneida, NY 13421

Dear Lieutenant Little:

I would like to take this opportunity to express my appreciation to you on behalf of Community Bank N.A., my staff and myself for taking the time to meet with Melissa and myself on November 29<sup>th</sup>, 2017. During the meeting various security matters were discussed, including bank robbery and your department's method of response. I thank you for your sincere interest in the safety of our staff and customers in the event of such an emergency.

We at Community Bank, N.A. appreciate the assistance of service that has been rendered by your department over the years and look forward to continued working relationship with your department in the future.

Very Truly Yours,



Cindy Lindauer  
Branch Manager  
Oneida 182 Main



PERSONAL BANKING



BUSINESS BANKING



WEALTH MANAGEMENT

MEMBER  
FDIC



## **Training Announcement: Rescue Task Force for Law Enforcement**

**(fka Team Tactics for Patrol Officers)**

**December 14 - 15, 2017**

**State Preparedness Training Center**

*The course has not changed - only the name. Students who have already completed TTPO should not register for this course.*

### **Course Description**

Rescue Task Force for Law Enforcement (formerly known as Team Tactics for Patrol Officers, or TTPO) is an active shooter response course designed to prepare law enforcement officers for a follow-on response to an Active Shooter Event (ASE) and other types of Aggressive Deadly Behavior (ADB). This course builds on the principals and skills taught in the Initial Response to Active Shooters (IRAS) and other basic level active shooter courses (including ALERRT and LASER). Students will apply these lessons to emerging threats involving the response of 4-8 follow-on law enforcement officers. Students will also apply techniques that enable law enforcement to integrate EMS in indirect areas to "stop the bleeding". Students will discuss and/or practice: establishing and maintaining leadership and communication, creating and maintaining warm zones and casualty collection points, searching for and locating casualties, and forming a rescue task force.

### **Topics Include**

Establishing Incident Command and a Warm Zone; Team Tactics for responding to an ASE; Operating in an Indirect Threat Area; and Establishing a CCP and EMS Integration

### **Course Provider**

This course is being taught by a team of instructors from the State Preparedness Training Center and the National Center for Security & Preparedness.

### **Location**

State Preparedness Training Center  
5900 Airport Road, Oriskany, NY 13424

### **Times**

December 14-15, 2017: Registration and Check-In (7:30am-8:00am), Course (8:00am-4:30pm)



## Training Announcement: Officer Survival Tactics

State Preparedness Training Center

### Course Description

Officer Survival Tactics is designed to teach room entry and room clearing skills and improve the overall situational awareness and survivability skills of law enforcement officers. The course exposes law enforcement officers to basic tactics, techniques and procedures that, when properly employed, can increase the officer's survivability if/when encountering a potentially high-risk situation. The emphasis of this course is on the individual skills of law enforcement officers to successfully clear a variety of interior spaces, to include stairwells, hallways, and hallway intersections, with minimal damage to property, injuries, and loss of life.

### Topics Include

Discuss and demonstrate Tactical Emergency Casualty Care techniques and practices, review of historical data summarizing the circumstances of assaults on law enforcement officers, discuss commonly accepted mental and physical conditioning practices, demonstrate proficiency in individual Close Quarter Tactics

### Course Provider

This course is being taught by a team of instructors from the State Preparedness Training Center and the National Center for Security & Preparedness.

### Location

State Preparedness Training Center  
5900 Airport Road, Oriskany, NY 13424

### Cost

There is NO FEE for this course. Lunch will be provided. Travel and all other meals are the responsibility of the course participant.