

**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](mailto:ksalerno@oneidacity.com)

***Oneida Fire Dept  
Monthly Reports***

***August 2014***

Oneida Fire Department  
Monthly Call Totals

TYPE OF CALLS REPORT

	CALLS	NUMBER OF CALLS
Fire		5
Rescue		139
Non-Fire		33
Total		177

FOR THE MONTH OF

August

OVERTIME PERIOD FROM 7/27/2014 THRU 8/23/2014

	August	YTD
Fire	\$1,138.69	\$7,705.38
Rescue	\$487.57	\$5,147.68
Non-Fire	\$1,222.99	\$16,206.84
Total	\$2,849.25	\$29,059.90

	August	YTD
Personal Leave		\$539.53
Illness/Injury	\$3,630.51	\$29,362.85
Bereav/Military	\$3,243.51	\$8,080.70
Short Shift	\$4,003.04	\$42,546.00
Training	\$97.93	\$4,806.37
Equip. Repairs	\$553.54	\$2,138.90
Fire Marshal		\$3,054.17
Overtime	\$79.42	\$15,523.23
Total:	\$11,607.95	\$106,051.75

COMPARISON OF CALLS

TOTAL OVERTIME FOR 2013 YTD \$135,111.65

This is a comparison of calls 2013 vs. 2014 as of the last day for the reported month.

2013

Calls:	1425
Fire:	40
Rescue:	1131
Non-Fire:	254

2014

Calls:	1483
Fire:	25
Rescue:	1133
Non-Fire:	325

58  
-15  
2  
71

# CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF FIRE

Kevin Salerno, *Chief*



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## Fire Department Revenue- August, 2014

Alarm Permits:	\$8360.00
Solid Fuel Burning Permits:	\$0
Tent Inspections:	\$60
Fire/Housing Inspections:	\$12745.00 billed as of 08/31/2014
Collected:	\$11090.00 as of 08/31/2014



# 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 AUGUST 2014

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	7
ASST. FIRE MARSHAL FIELDS	15.5
INSPECTOR BALL	1
INSPECTOR WALKER	5.5
INSPECTOR CAVANAGH	17.5
INSPECTOR KAZLAUSKAS	3
INSPECTOR KROL	10.5
FIREFIGHTERS	5.5
<b>TOTAL OFFICE HOURS</b>	<b>65.5</b>

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OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	4
BUSINESS REINSPECTION	6
BUSINESS C OF C	6
PUBLIC ASSEMBLY INSPECTION	1
PUBLIC ASSEMBLY REINSPECTION	1
PUBLIC ASSEMBLY C OF C	1
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	1
ORDER TO VACATE	6
VACANT PLACARDS	0
VACANT BUILDING INSPECTIONS	0

<b>OFFICE BREAKDOWN CONT.</b>	<b>TOTAL HOURS</b>
COMPLAINTS	1
NO SHOW	0
FLOOD DAMAGE INSPECTIONS	1 HOURS
MEETINGS / CODES SCHOOL	0 HOURS
PLAN REVIEW	4.5 HOURS
MISCELLEANOUS	12 HOURS
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	1.5 HOURS

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

- **This month continued with the removal of the Gamewell Fire Alarm system. To date, 19 out of 80 Gamewell boxes have been either removed or are off line. This is a very labor intensive task that requires the removal of a lot of wire and alarm boxes.**
- **Plan review for the new Peebles store have begun. They will be occupying the old Sears Hardware location. The outside façade will change along with renovation to the interior.**
- **Fire prevention materials were purchased for the upcoming fire prevention week which is October 5-11, 2014. We will be visiting all of the elementary schools conducting fire prevention activities.**
- **Many orders to vacate were posted due to no water or electricity.**

***MONTHLY REPORT***

**CITY CLERK**

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

REPORT FOR THE MONTH OF AUGUST 2014

COUNTER SERVICE:

Total Income from Counter Service: \$ 18,966.25

City's Share of Total Income: \$ 18,179.60

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
<b>DOGS</b>		
LATE FEE TAG	\$ -	\$ -
1 IMPOUNDMENT	\$ 25.00	\$ 25.00
S/N NYS SURCHARGE \$ 1.00	\$ 72.00	\$ -
72 LICENSES S/N	\$ 792.00	\$ 792.00
10 LICENSES UN S/N	\$ 250.00	\$ 250.00
LICENSES NO FEE	\$ -	\$ -
US/UN NYS SURCHARGE \$ 3.00	\$ 30.00	\$ -
DOG ADJUSTMENT	\$ -	\$ -
	<u>\$ 1,169.00</u>	<u>\$ 1,067.00</u>
<b>BINGO</b>		
GAMES		
1 RECEIPTS	\$ 262.50	\$ 105.00
	<u>\$ 262.50</u>	<u>\$ 105.00</u>
<b>GAMES OF CHANCE/BELL JAR</b>		
RECEIPTS		
GAMES	<u>\$ -</u>	<u>\$ -</u>
<b>MARRIAGES</b>		
17 LICENSES	\$ 680.00	\$ 297.50
	<u>\$ 680.00</u>	<u>\$ 297.50</u>
<b>OTHER ITEMS</b>		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 180.25	\$ 180.25
164 MISC CERTIFICATES	\$ 1,640.00	\$ 1,640.00
15 CERT OF OCCUPANCY	\$ 210.00	\$ 210.00
16 BUILDING PERMITS	\$ 4,566.00	\$ 4,566.00
BUILDING PERMIT FEES (LATE)	\$ 170.00	\$ 170.00
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)		
36 DEED REC. FEE	\$ 1,080.00	\$ 1,080.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
2 TAXI DRIVER	\$ 50.00	\$ 50.00
TAXI VEHICLES		\$ -
3 SIGN PERMIT	\$ 175.00	\$ 175.00
SITE PLAN		\$ -
CONDITIONAL USE PERMIT		\$ -
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
3 SEWER PERMIT	\$ 150.00	\$ 150.00
1 TENT PERMIT	\$ 60.00	\$ 60.00
WOOD STOVE PERMIT		\$ -
SOLICITOR LICENSE		\$ -
1 ADDITIONAL SALESPERSON	\$ 15.00	\$ 15.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
84 ALARM	\$ 8,360.00	\$ 8,360.00
GARBAGE		\$ -
JUNK		\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION		\$ -
USE VARIANCE		\$ -
1 AREA VARIANCE	\$ 25.00	\$ 25.00
	<u>\$ 16,706.25</u>	<u>\$ 16,706.25</u>

MADISON COUNTY LANDFILL

11 CARDS	\$ 148.50	\$ 3.85
	<u>\$ 148.50</u>	<u>\$ 3.85</u>

GRAND TOTALS \$ 18,966.25 \$ 18,179.60

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 18,179.60
MADISON CO. TREAS.-LANDFILL	\$ 144.65
NYS DEPT. OF HEALTH	\$ 382.50
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	\$ 157.50
NYS DOG SURCHARGE	\$ 102.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 18,966.25</u>

22 DEATHS RECORDED  
39 BIRTHS RECORDED  
11 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

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SUE PULVERENTI - CITY CLERK

**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 13421-0550  
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**COMPTROLLER MONTHLY REPORTS**

**AUGUST 2014**

- 
1. Sales Tax Update; AND
  2. Budget Update.

## 2014 SALES TAX

MONTH	BUDGET 2013	ACTUAL 2013		BUDGET 2014	ACTUAL 2014	PERIOD VARIANCE	Y-T-D VARIANCE
<b>FEBRUARY</b>	\$ 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)
<b>MARCH</b>	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)
<b>APRIL</b>	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)
<b>1ST QTR</b>	\$ 948,029	\$ 1,068,701	100.00%	\$ 1,068,171	\$ 1,048,800	\$ (19,371)	\$ (19,371)
<b>MAY</b>	\$ 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)
<b>JUNE</b>	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)
<b>JULY</b>	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)
<b>2ND QTR</b>	\$ 1,114,280	\$ 1,118,785	100.00%	\$ 1,118,231	\$ 1,079,907	\$ (38,324)	\$ (57,695)
<b>AUGUST</b>	\$ 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)
<b>SEPTEMBER</b>	<b>297,330</b>	<b>274,617</b>	<b>24.91%</b>	<b>\$ 274,481</b>	<b>286,563</b>	<b>12,082</b>	<b>(54,374)</b>
	49,937	56,388	5.11%	\$ 56,360		(56,360)	(110,735)
<b>OCTOBER</b>	247,204	234,867	21.30%	\$ 234,751		(234,751)	(345,486)
	148,987	191,685	17.38%	\$ 191,590		(191,590)	(537,076)
<b>3RD QTR</b>	\$ 1,093,242	\$ 1,102,618	100.00%	\$ 1,102,071	\$ 622,690	\$ (479,381)	
<b>NOVEMBER</b>	\$ 285,297	\$ 269,811	25.65%	\$ 285,297		(285,297)	(822,373)
	46,541	47,361	4.50%	46,541		(46,541)	(868,914)
<b>DECEMBER</b>	277,753	263,978	25.09%	277,753		(277,753)	(1,146,667)
	52,190	46,343	4.41%	52,190		(52,190)	(1,198,857)
	67,144	64,000	6.08%	67,144		(67,144)	(1,266,001)
<b>JANUARY</b>	185,333	164,834	15.67%	185,333		(185,333)	(1,451,334)
	180,190	195,721	18.60%	180,190		(180,190)	(1,631,525)
<b>4TH QTR</b>	\$ 1,094,449	\$ 1,052,047	100.00%	\$ 1,094,449	\$ -	\$ (1,094,449)	\$ -
<b>TOTALS</b>	\$ 4,250,000	\$ 4,342,151		\$ 4,382,922	\$ 2,751,398	\$ (1,631,525)	

# CITY OF ONEIDA

## Revenue / Expense Control Report

Prepared By: LPEASE

Fiscal Year: 2014 Period From: 1 To: 12

All. Sort Table:

Fund 001	Type R	Curr. Month Total Rev / Exp	Original Budget	Adjusted Budget	YTD Actual Rev / Exp	YTD Budget Balance	YTD Encumbered	YTD Available Balance	Percent Rev/Exp Balance
<b>GENERAL FUND</b>									
	<b>Revenue</b>								
Dept 0010	REAL PROPERTY TAXES	0.00	(3,251,339.00)	(3,251,339.00)	(3,246,109.80)	(5,229.20)	0.00	(5,229.20)	99.84
Dept 0015	REAL PROPERTY TAXES & ITEMS	0.00	(161,600.00)	(161,600.00)	(74,567.89)	(87,032.11)	0.00	(87,032.11)	46.14
Dept 0016	NON PROPERTY TAX ITEMS	0.00	(4,586,000.00)	(4,586,000.00)	(2,260,033.75)	(2,325,966.25)	0.00	(2,325,966.25)	49.28
Dept 0017	DEPARTMENTAL INCOME	(7,959.10)	(190,900.00)	(227,998.74)	(164,282.50)	(63,716.24)	0.00	(63,716.24)	72.05
Dept 0018	INTERGOVERNMENTAL CHARGES	(8,360.00)	(724,906.00)	(461,967.00)	(408,992.67)	(52,974.33)	0.00	(52,974.33)	88.53
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	(5,998.00)	(52,890.00)	(52,890.00)	(73,799.39)	20,909.39	0.00	20,909.39	139.53
Dept 0021	FINES AND FORFEITURES	(10,176.00)	(121,000.00)	(121,000.00)	(83,426.33)	(37,573.67)	0.00	(37,573.67)	68.95
Dept 0022	SALE OF PROPERTY/COMP FOR LOSS	(425.00)	(20,000.00)	(33,500.00)	(50,903.90)	17,403.90	0.00	17,403.90	151.95
Dept 0023	MISCELLANEOUS	0.00	(14,000.00)	(14,951.26)	(27,785.91)	12,834.65	0.00	12,834.65	185.84
Dept 0024	INTERFUND TRANSFERS	0.00	(127,000.00)	(127,000.00)	(77,614.03)	(49,385.97)	0.00	(49,385.97)	61.11
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
<b>Total Type R</b>	<b>Revenue</b>	<b>(32,918.10)</b>	<b>(11,138,512.00)</b>	<b>(10,927,123.00)</b>	<b>(6,537,129.28)</b>	<b>(4,389,993.72)</b>	<b>0.00</b>	<b>(4,389,993.72)</b>	<b>59.82</b>
<b>Type E</b>	<b>Expense</b>								
Dept 1010	COMMON COUNCIL	1,339.23	34,820.00	34,820.00	25,054.91	9,765.09	0.00	9,765.09	71.96
Dept 1210	MAYOR	1,728.40	42,110.00	43,110.00	31,712.33	11,397.67	0.00	11,397.67	73.66
Dept 1315	COMPTROLLER	4,481.46	134,225.00	134,225.00	83,689.98	50,535.02	16,850.00	33,685.02	62.35
Dept 1325	CHAMBERLAIN	2,187.52	57,451.00	57,451.00	40,921.86	16,529.14	0.00	16,529.14	71.23
Dept 1355	ASSESSOR	3,283.86	99,844.00	103,858.46	66,496.35	37,362.11	891.88	36,470.23	64.03
Dept 1364	EXP ON ACQ PROP	286.15	12,500.00	12,500.00	7,112.02	5,387.98	0.00	5,387.98	56.90
Dept 1410	CLERK	2,675.38	68,747.00	68,747.00	49,265.67	19,481.33	0.00	19,481.33	71.66
Dept 1420	LAW	8,875.50	126,625.00	168,625.00	119,986.32	48,638.68	0.00	48,638.68	71.16
Dept 1430	CIVIL SERVICE	1,540.57	44,146.00	44,146.00	31,698.27	12,447.73	0.00	12,447.73	71.80
Dept 1620	BUILDINGS	15,785.81	332,389.00	345,719.00	265,744.12	79,974.88	1,671.92	78,302.96	76.87
Dept 1660	CENTRAL STORES	451.52	8,000.00	13,097.98	5,429.94	7,668.04	1,718.76	5,949.28	41.46
Dept 1680	OFFICE TECHNOLOGY SUPPORT	2,808.15	38,472.00	39,822.00	32,108.76	7,713.24	348.04	7,365.20	80.63
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	124,650.00	123,248.49	1,401.51	0.00	1,401.51	98.88
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

## Revenue / Expense Control Report Parameters

Report ID: 1, 2 AND 3  
 Year: 2014 Include Beg. Encumbrance: Yes  
 Period: 1 To: 12 Apply to Budget Columns: No  
 Description: Display Apply % to Original Budget: No  
 Spacing: Single Print Parent Account: No  
 Acct Status: Active Grand Totals on Separate Page: No  
 Suppress Zero Accts.: All Include Req: No  
 Summary Only: Yes Use Alt Fund: No  
 % Fiscal Year: 100 Exclude Rev Brackets: No

Account Table: GEN W&S 001, 002 AND 003

Rule No.	Component	From	To	Acct Type
		From	To	From
1	FUND	001	001	
1	DEPT	0010	9710	
2	FUND	002	002	
2	DEPT	0010	9710	
3	FUND	003	003	
3	DEPT	0010	9710	

Alt. Sort Table:

Sort	Subtotal	Page Break	Subheading
1 Fund	Yes	No	Yes
2 Type	Yes	No	Yes
3 Dept	Yes	No	No

# CITY OF ONEIDA

## Revenue / Expense Control Report

Fiscal Year: 2014 Period From: 1 To: 12

Fund 001 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 1964	REFUND OF TAX	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
	Dept 1989	PRINTING	372.97	15,000.00	15,000.00	6,628.92	8,371.08	1,377.20	6,993.88	44.19
	Dept 1990	CONTINGENCY	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 3010	COMMISSIONER	124.00	3,224.00	3,224.00	2,380.80	843.20	0.00	843.20	73.85
	Dept 3120	POLICE	89,135.87	1,930,388.00	1,968,295.19	1,333,856.05	634,439.14	58,978.42	575,460.72	67.77
	Dept 3310	TRAFFIC	3,765.28	135,523.00	135,523.00	64,983.49	70,539.51	2,128.81	68,410.70	47.95
	Dept 3410	FIRE	64,411.83	1,778,126.00	1,794,305.05	1,255,437.80	538,867.25	23,093.76	515,773.49	69.97
	Dept 3620	SAFETY INSPECTION	2,159.04	58,651.00	58,651.00	40,059.60	18,591.40	0.00	18,591.40	68.30
	Dept 3650	BLDG DEMO	2,492.35	60,000.00	59,000.00	16,382.35	42,617.65	0.00	42,617.65	27.77
	Dept 4068	MOSQUITO CONTROL	1,497.50	39,389.00	39,389.00	17,514.36	21,874.64	760.00	21,114.64	44.47
	Dept 5010	STREET ADMINISTRATION	2,131.78	60,785.00	60,785.00	44,584.25	16,200.75	0.00	16,200.75	73.35
	Dept 5110	STREET MAINTENANCE	24,898.76	724,182.00	561,569.00	410,448.28	151,120.72	53,329.50	97,791.22	73.09
	Dept 5120	OUTSIDE HIGHWAY	0.00	117,454.00	15,763.42	616.53	15,146.89	0.00	15,146.89	3.91
	Dept 5132	CENTRAL GARAGE	10,539.61	216,182.00	249,996.42	143,140.03	106,856.39	17,136.11	89,720.28	57.26
	Dept 5142	SNOW & ICE REMOVAL	0.00	203,392.00	179,931.14	149,949.42	29,981.72	0.00	29,981.72	83.34
	Dept 5182	STREET LIGHTS	13,103.43	185,000.00	185,000.00	133,857.01	51,142.99	0.00	51,142.99	72.36
	Dept 6511	MEMORIAL DAY PARAGE	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00	100.00
	Dept 7140	RECREATION & YOUTH SERVICES	13,262.60	402,481.00	403,136.13	241,685.95	161,450.18	15,653.54	145,796.64	59.95
	Dept 7521	KALLET CIVIC CENTER	0.00	36,900.00	15,717.83	12,012.83	3,705.00	0.00	3,705.00	76.43
	Dept 7522	CITY HISTORIAN	0.00	700.00	700.00	350.00	350.00	0.00	350.00	50.00
	Dept 7530	PAC 10	0.00	15,000.00	15,000.00	0.00	15,000.00	0.00	15,000.00	0.00
	Dept 8020	PLANNING	4,048.92	92,677.00	95,177.00	67,865.88	27,311.12	4,298.08	23,013.04	71.30
	Dept 8140	STORM SEWER	264.31	36,815.00	36,815.00	8,361.02	28,453.98	1,696.22	26,757.76	22.71
	Dept 8170	DAM MAINTENANCE	0.00	6,624.00	6,624.00	1,406.50	5,217.50	0.00	5,217.50	21.23
	Dept 8200	GREEN WASTE PICKUP	3,713.44	71,697.00	122,505.00	54,482.91	68,022.09	0.00	68,022.09	44.47
	Dept 8560	TREES	0.00	78,453.00	26,445.00	0.00	26,445.00	0.00	26,445.00	0.00
	Dept 9010	EMPLOYEES RETIREMENT	0.00	400,000.00	400,000.00	97,126.00	302,874.00	0.00	302,874.00	24.28
	Dept 9011	POLICE & FIRE RETIREMENT	0.00	876,712.00	876,712.00	216,365.00	660,347.00	0.00	660,347.00	24.68
	Dept 9030	SOCIAL SECURITY	11,198.55	337,200.00	337,200.00	219,476.14	117,723.86	0.00	117,723.86	65.09
	Dept 9035	MEDICARE	2,618.99	79,000.00	79,000.00	51,328.94	27,671.06	0.00	27,671.06	64.97
	Dept 9040	WORKERS COMP	0.00	154,106.00	154,106.00	154,106.00	0.00	0.00	0.00	100.00
	Dept 9050	UNEMPLOYMENT	0.00	17,660.00	17,660.00	17,660.00	0.00	0.00	17,660.00	100.00

# CITY OF ONEIDA

## Revenue / Expense Control Report

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 9080	HOSPITALIZATION	0.00	13,000.00	13,000.00	2,296.00	10,704.00	0.00	10,704.00	
Dept 9710	DEBT SERVICE	(81.12)	1,997,456.00	2,018,638.17	1,575,162.35	443,475.82	0.00	443,475.82	78.03
<b>Total Type E</b>	<b>Expense</b>	<b>0.00</b>	<b>432,000.00</b>	<b>432,000.00</b>	<b>41,622.76</b>	<b>390,377.24</b>	<b>0.00</b>	<b>390,377.24</b>	<b>9.63</b>
<b>Total Fund 001</b>	<b>GENERAL FUND</b>	<b>295,101.66</b>	<b>11,738,886.00</b>	<b>11,558,200.95</b>	<b>7,252,677.35</b>	<b>4,305,523.60</b>	<b>199,932.24</b>	<b>4,105,591.36</b>	<b>62.75</b>
<b>Fund 002 Type R</b>	<b>WATER Revenue</b>	<b>262,183.56</b>	<b>600,374.00</b>	<b>631,077.95</b>	<b>715,548.07</b>	<b>(84,470.12)</b>	<b>199,932.24</b>	<b>(284,402.36)</b>	<b>113.39</b>
Dept 0017	DEPARTMENTAL INCOME	210.75	(3,117,496.00)	(3,117,496.00)	(1,554,898.99)	(1,562,597.01)	0.00	(1,562,597.01)	49.88
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	0.00	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	(1,501.85)	1,501.85	0.00	1,501.85	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
<b>Total Type R</b>	<b>Revenue</b>	<b>210.75</b>	<b>(3,124,496.00)</b>	<b>(3,124,496.00)</b>	<b>(1,604,940.53)</b>	<b>(1,519,555.47)</b>	<b>0.00</b>	<b>(1,519,555.47)</b>	<b>51.37</b>
<b>Type E</b>	<b>Expense</b>	<b>282,102.98</b>	<b>2,184,694.00</b>	<b>2,193,383.15</b>	<b>1,482,737.52</b>	<b>710,645.63</b>	<b>103,218.28</b>	<b>607,427.35</b>	<b>67.60</b>
Dept 8300	WATER	0.00	164,889.00	164,889.00	35,459.00	129,430.00	0.00	129,430.00	21.50
Dept 9010	EMPLOYEES RETIREMENT	1,828.75	51,900.00	51,900.00	33,536.55	18,363.45	0.00	18,363.45	64.62
Dept 9030	SOCIAL SECURITY	427.70	12,138.00	12,138.00	7,843.24	4,294.76	0.00	4,294.76	64.62
Dept 9035	MEDICARE	0.00	38,025.00	38,025.00	38,025.00	0.00	0.00	0.00	100.00
Dept 9040	WORKERS COMP	0.00	304,579.00	304,579.00	216,780.58	87,798.42	0.00	87,798.42	71.17
Dept 9060	HOSPITALIZATION	0.00	273,851.00	273,851.00	259,311.62	14,539.38	0.00	14,539.38	94.69
Dept 9710	DEBT SERVICE	0.00	3,030,076.00	3,038,765.15	2,073,893.51	965,071.64	103,218.28	861,853.36	68.24
<b>Total Type E</b>	<b>Expense</b>	<b>284,359.43</b>	<b>(94,420.00)</b>	<b>(85,730.85)</b>	<b>469,752.98</b>	<b>(554,483.83)</b>	<b>103,218.28</b>	<b>(657,702.11)</b>	<b>(546.77)</b>
<b>Total Fund 002</b>	<b>WATER</b>	<b>284,359.43</b>	<b>(94,420.00)</b>	<b>(85,730.85)</b>	<b>469,752.98</b>	<b>(554,483.83)</b>	<b>103,218.28</b>	<b>(657,702.11)</b>	<b>(546.77)</b>
<b>Fund 003 Type R</b>	<b>SEWER Revenue</b>	<b>162.50</b>	<b>(2,210,679.00)</b>	<b>(2,210,679.00)</b>	<b>(1,179,397.48)</b>	<b>(1,031,281.52)</b>	<b>0.00</b>	<b>(1,031,281.52)</b>	<b>53.35</b>
Dept 0017	DEPARTMENTAL INCOME	0.00	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00	(5,000.00)	0.00
Dept 0019	USE OF MONEY AND PROPERTY	0.00	(410,000.00)	(410,000.00)	0.00	(410,000.00)	0.00	(410,000.00)	0.00
Dept 0022	SALE OF PROPERTY/COMP FOR LOSS	(150.00)	(26,743.00)	(26,743.00)	(12,878.05)	(13,864.95)	0.00	(13,864.95)	48.15
Dept 0023	MISCELLANEOUS	12.50	(2,652,422.00)	(2,652,422.00)	(1,192,275.53)	(1,460,146.47)	0.00	(1,460,146.47)	44.95
<b>Total Type R</b>	<b>Revenue</b>	<b>162.50</b>	<b>(2,210,679.00)</b>	<b>(2,210,679.00)</b>	<b>(1,179,397.48)</b>	<b>(1,031,281.52)</b>	<b>0.00</b>	<b>(1,031,281.52)</b>	<b>53.35</b>
<b>Type E</b>	<b>Expense</b>	<b>0.00</b>	<b>(5,000.00)</b>	<b>(5,000.00)</b>	<b>0.00</b>	<b>(5,000.00)</b>	<b>0.00</b>	<b>(5,000.00)</b>	<b>0.00</b>

# CITY OF ONEIDA

## Revenue / Expense Control Report

Fiscal Year: 2014 Period From: 1 To: 12

Fund 003	Type E	SEWER	Expense	Dept	Cur. Month	Original	Adjusted	YTD	YTD	YTD	YTD	YTD	Percent
					Total	Budget	Budget	Actual	Encumbered	Budget	Available	Rev/Exp	Balance
					Rev / Exp			Rev / Exp		Balance	Balance		Balance
	Dept 1722		JUNE 2013 FLOOD EVENT		0.00	0.00	16,308.50	6,949.40	0.00	9,359.10	9,359.10	21.67	42.61
	Dept 8110		SEWER		54,500.92	1,819,992.00	1,932,172.73	846,345.92	157,845.84	1,085,826.81	927,980.97	43.80	43.80
	Dept 9010		EMPLOYEES RETIREMENT		0.00	99,624.00	99,624.00	21,584.00	0.00	78,040.00	78,040.00	21.67	21.67
	Dept 9030		SOCIAL SECURITY		1,223.21	35,967.00	35,967.00	22,185.53	0.00	13,781.47	13,781.47	61.68	61.68
	Dept 9035		MEDICARE		286.06	8,412.00	8,412.00	5,188.22	0.00	3,223.78	3,223.78	61.68	61.68
	Dept 9040		WORKERS COMP		0.00	25,649.00	25,649.00	25,649.00	0.00	0.00	0.00	100.00	100.00
	Dept 9060		HOSPITALIZATION		0.00	142,078.00	142,078.00	101,816.38	0.00	40,261.62	40,261.62	71.66	71.66
	Dept 9710		DEBT SERVICE		0.00	717,209.00	721,309.00	294,161.24	0.00	427,147.76	427,147.76	40.78	40.78
	<b>Total Type E</b>		<b>Expense</b>		<b>56,010.19</b>	<b>2,848,931.00</b>	<b>2,981,520.23</b>	<b>1,323,879.69</b>		<b>1,657,640.54</b>	<b>1,499,794.70</b>	<b>44.40</b>	<b>44.40</b>
	<b>Total Fund 003</b>		<b>SEWER</b>		<b>56,022.69</b>	<b>196,509.00</b>	<b>329,088.23</b>	<b>131,604.16</b>		<b>197,494.07</b>	<b>39,648.23</b>	<b>39.99</b>	<b>39.99</b>
	<b>Grand Total</b>				<b>602,776.43</b>	<b>702,463.00</b>	<b>874,445.33</b>	<b>1,315,905.21</b>		<b>(441,459.88)</b>	<b>(902,456.24)</b>	<b>150.48</b>	<b>150.48</b>

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

# **MONTHLY REPORT**

# **POLICE DEPARTMENT**

	AUG			Year to date			Change from last year
	2012	2013	2014	2012	2013	2014	
Calls For Service	689	744	679	5665	5303	4966	minus 337
Criminal Offenses	168	176	170	1365	1307	1121	minus 186
Cleared Cases	108	118	129	984	976	825	minus 151
Arrests	92	82	104	706	674	691	PLUS 17
Parking Tickets	76	32	63	608	484	633	PLUS 149
Traffic Tickets	127	89	149	1179	1101	1244	PLUS 143
DWI's	2	2	3	21	26	19	minus 7
Felony Charges	10	5	13	76	110	118	PLUS 8
Misdemeanor Charges	83	56	84	596	577	515	minus 62
Violation Charges	22	30	29	171	182	144	minus 37

	2014 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	555	473	577	630	698	681	673	679				
Criminal Offenses	142	126	90	142	162	142	147	170				
Clearances	95	103	57	111	136	99	95	129				
Arrests	78	89	64	90	108	79	79	104				
Parking Tickets	89	98	114	95	48	60	66	63				
Traffic Tickets	152	204	147	143	166	142	141	149				

	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	89

	Jun	Jul	Aug	Sep	Oct	Year
Domestic	43	39	34			312
Drug Case	23	9	24			131
Alarms	33	16	23			224
Mental Health	20	19	21			135
Disturbance/dispute fight/dis con	89	103	72			595
Noise	43	20	25			189
Trespass	18	26	16			117
Burglary	9	6	6			46
Larceny	46	50	50			327
Sex Offense	3	3	3			29
Child Abuse	11	12	12			47
Traffic complaint traffic arrest	47	56	78			418
Missing person	6	5	4			26
Assault harassment	13	16	21			82
Fraud/scams	5	3	5			47
Forgery	0	1	0			3
Criminal Mischief	13	23	9			95
Stolen Vehicle	1	3	2			13
Trash/junk vehicle	21	10	25			115
suspicious	56	74	57			399

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

Overtime 2014

Month	Pay	Comp	Used
Jan	\$3,941.26	107.86	234.00
Feb	\$5,146.75	65.97	174.25
Mar	\$5,430.45	129.37	226.75
Apr	\$5,751.58	222.37	350
May	\$12,065.54	198.7	308.5
Jun	\$7,466.98	118.42	298.25
Jul	\$8,568.10	187.12	385.75
Aug	\$8,079.32	207.37	355.25
Sep			
Oct			
Nov			
Dec			
<b>Total</b>	<b>\$65,400.35</b>	<b>1,337.16</b>	<b>3,299.75</b>

Reimbursements
\$0.00
\$5,146.32
\$859.31
\$943.48
\$1,433.56
\$959.68
\$1,596.94
\$2,861.45
<b>\$16,187.51</b>

Costs after reimbursements	
\$3,941.26	* comp reimbursement not included
\$0.43	
\$4,771.14	
\$4,808.10	
\$10,631.98	
\$6,507.30	
\$6,971.16	
\$5,217.87	
<b>\$40,262.47</b>	<b>Year costs after reimbursements</b>

AUG		
REASON	PAY	COMP
Admin./ Misc.		0.50
Complete Investigation	\$721.38	28.12
Court	\$587.09	24.00
Cover Back Time	\$2,615.32	65.62
Cover Sick Time	\$858.40	12.37
Cover School		
Cover Vacation	\$363.52	10.50
On Call Investigations	\$419.89	6.00
School	\$416.10	47.25
Special Events	\$2,735.85	12.75
Special Investigations		
<b>Total</b>	<b>\$8,715.51</b>	<b>207.37</b>

2014	
Year to date	
Contractual	\$32,357.14
other	\$25,432.52
Reimbursed	16,187.51
Total non	
Contractual	
not reimbursed	\$9,245.01

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
Jan	\$3,122.60	144.37	148.00
Feb	\$2,289.64	114.73	192.5
Mar	\$4,019.74	100.5	233.5
Apr	\$4,269.43	168.37	174.5
May	\$6,370.47	176.99	297.25
Jun	\$24,433.08	390.75	226
Jul	\$31,342.46	478.49	464
Aug	\$10,072.91	133.87	460.75
Sep	\$9,195.40	244.12	455.75
Oct	\$5,821.22	228.37	386.5
Nov	\$12,652.07	251.25	439
Dec	\$7,695.49	205.87	518.75
<b>Total</b>	<b>\$121,284.47</b>	<b>2,637.68</b>	<b>3,995.50</b>

Reimbursements
\$7,761.78
\$0.00
\$325.27
\$562.68
\$2,340.08
\$778.38
\$951.82
\$1,060.12
\$1,599.28
\$313.26
\$0.00
\$313.26
\$16,005.93

Costs after reimbursements	
(\$4,639.18)	* comp reimbursement not included
\$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	
<b>\$105,278.54</b>	<b>Year costs after reimbursements</b>

**2014 Reimbursements- Overtime reimbursements, grant reimbursements and other.**

	<b>STEP Grant</b>	<b>Other</b>	<b>Total</b>
	<b>Amount</b>	<b>Amount</b>	
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.	2586.77	\$251.58 dwi	\$2861.45
Sep.			
Oct			
Nov			
Dec.			
<b>Total</b> to date.	<b>7064.33</b>	<b>6513.74</b>	<b>16,187.51</b>

\*= 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        \$56,449.98  
 Reimbursements               \$16,187.51

Costs after reimbursement:    \$40262.47

**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    \$ 180.25  
 Sept.  
 Oct.  
 Nov.  
 Dec.

Year  
 to date: \$7604.79-

# **City of Oneida**

Public Works/Codes/Buildings/  
Central Garage/Engineering /Wastewater

## **August 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

### Executive Summary

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

- *Annual paving program support (haul millings, stone trucking, flagging, etc..)*
- *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*
- *Street sweeping*

*Public Works received 64 tracked resident requests for August, see below. Total tracked requests to-date is 290.*

<b>Request Issue</b>	<b>Calls</b>	<b>Percentage</b>
Green Waste	24	38%
Trees	13	20%
Other	8	13%
Street Maint.	7	11%
Sidewalk	4	6%
Storm Sewer	6	9%
Sanitary Sewer	2	3%
Snow/Ice	0	0%
Traffic	0	0%

**64**

*Majority of requests concern delays in green waste pick-up due to full public works staff performing paving operations support.*

*Attached for review are the following;*

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

**TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN**

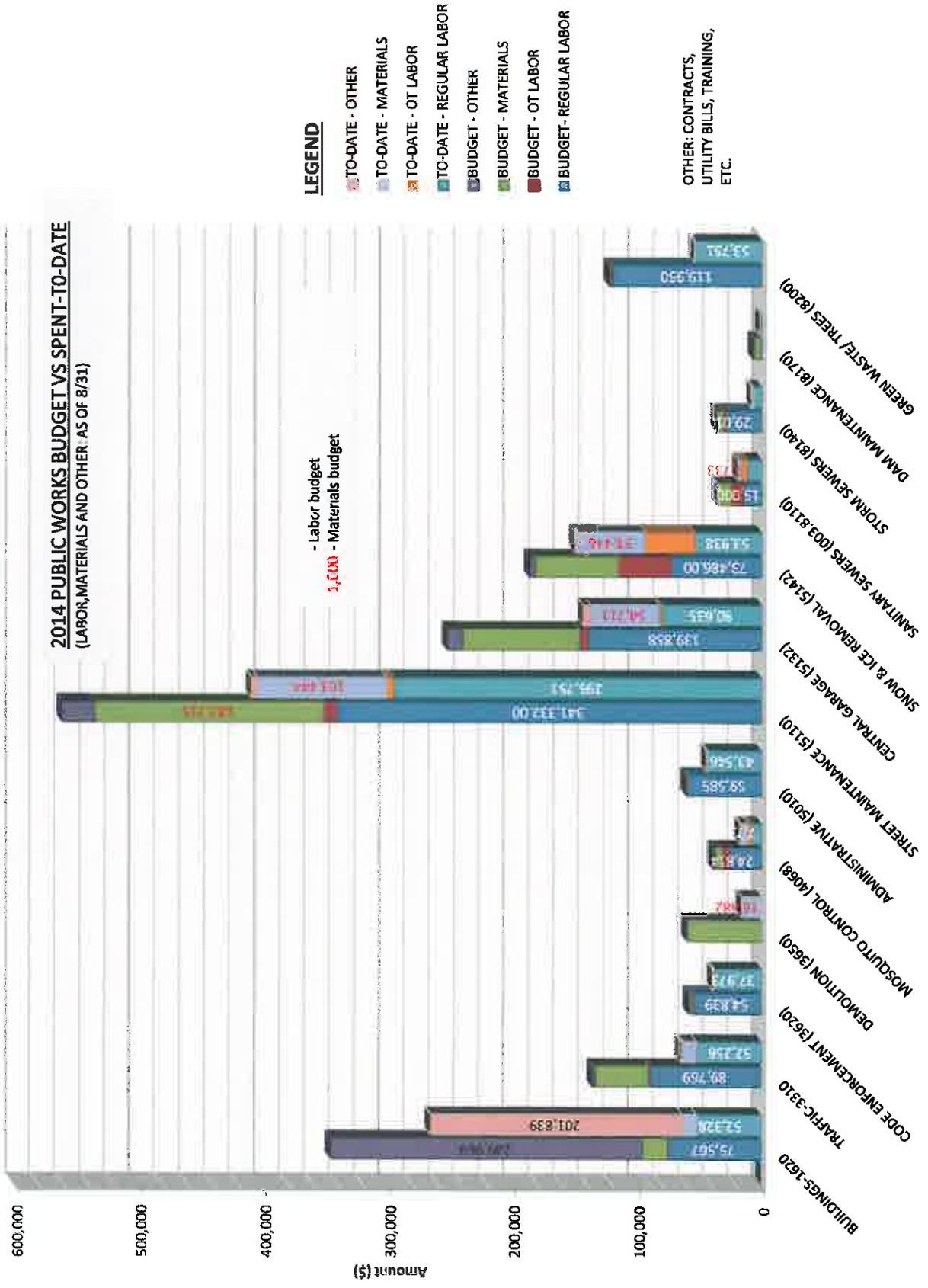
PUBLIC WORKS/CODES/BUILDING/ ENGINEERING TASKS THIS PERIOD	REGULAR TIME THIS PERIOD (7/27-8/23)	LABOR SPENT THIS PERIOD (7/27-8/23)	MATERIALS SPENT THIS PERIOD (8/1-8/31)	TOTAL LABOR AND MATERIALS THIS PERIOD	2014 BUDGET (REG LABOR, MATERIALS, CONTRACTS, ETC.)	TOTAL SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS (1620)	720	\$5,819	\$1,137	\$6,956	\$345,256	\$265,743	\$79,513	77%
TRAFFIC CONTROLS (3310)	640	\$6,906	\$166	\$7,071	\$133,839	\$63,299	\$70,540	47%
CODE ENFORCEMENT (3620)	160	\$4,219		\$4,219	\$57,399	\$39,803	\$17,597	69%
DEMOLITION (3650)			\$2,492	\$2,492	\$60,000	\$16,382	\$43,618	27%
MOSQUITO CONTROL (4068)	104	\$2,189	\$60	\$2,249	\$32,389	\$14,178	\$18,211	44%
ADMINISTRATIVE (5010)	600	\$4,263		\$4,263	\$60,785	\$44,584	\$16,201	73%
STREET MAINTENANCE (5110)	1627	\$34,303	\$6,351	\$40,655	\$550,228	\$404,036	\$146,192	73%
CENTRAL GARAGE (5132)	480	\$10,762	\$4,409	\$15,170	\$245,567	\$141,414	\$104,154	58%
SNOW & ICE REMOVAL (5142)					\$166,684	\$109,736	\$56,948	66%
SANITARY SEWERS (003.8110)	48	\$1,009	\$955	\$1,964	\$26,146	\$14,193	\$11,953	54%
STORM SEWERS (8140)	8	\$1,009	\$54	\$1,063	\$34,843	\$8,361	\$26,482	24%
DAM MAINTENANCE (8170)				\$0	\$6,624	\$1,407	\$5,218	21%
GREEN WASTE AND TREES (8200)	277	\$5,834	\$60	\$5,894	\$121,026	\$54,483	\$66,543	45%
		\$76,313	\$15,684	\$91,997	\$1,840,787	\$1,177,619	\$663,168	

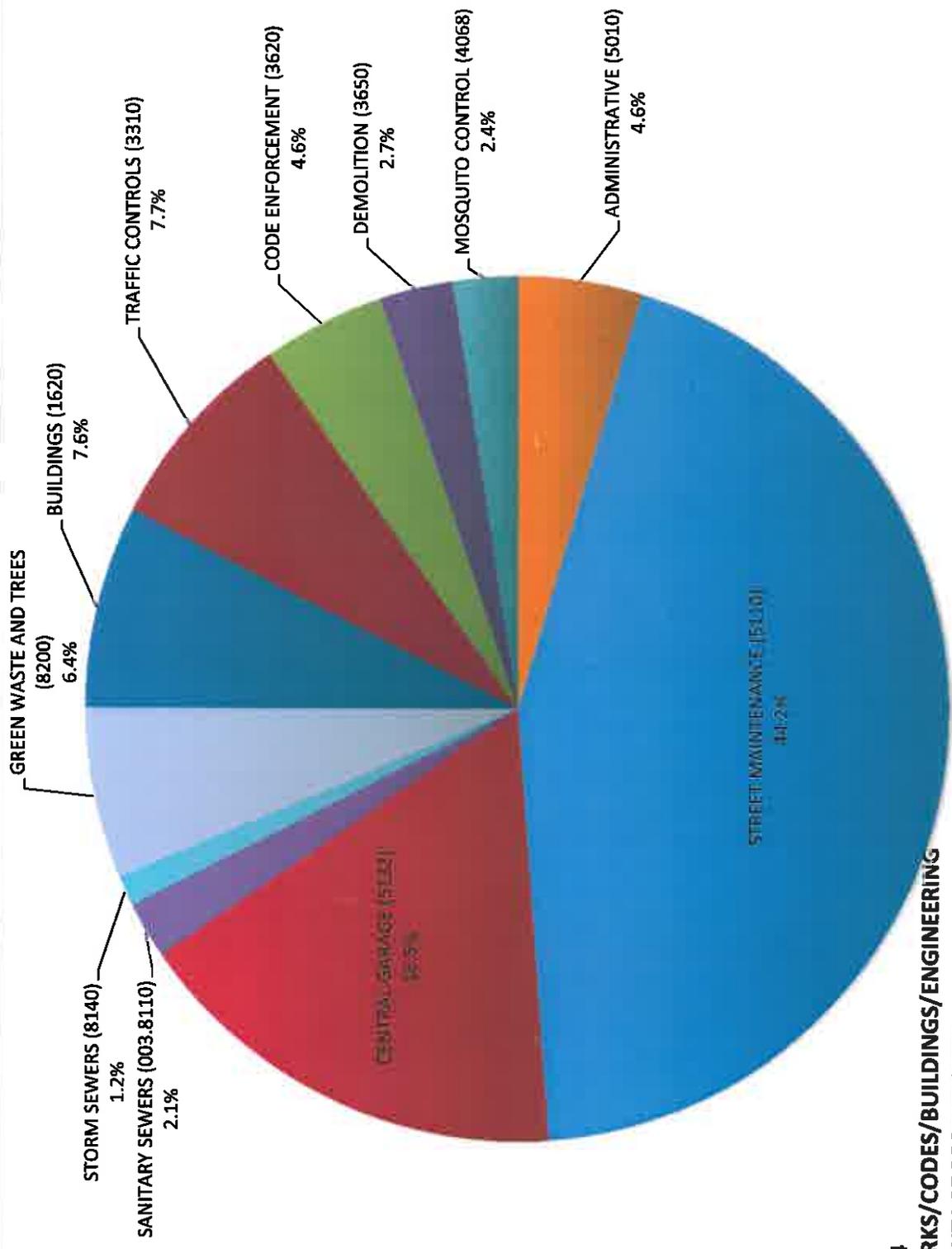
**TABLE 2 - OVERTIME LABOR BREAKDOWN**

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)	3	\$108	\$1,684	\$338	\$1,346	20%	Emergency UFPO
CODE ENFORCEMENT (3620)			\$1,252	\$257	\$995	21%	
MOSQUITO CONTROL (4068)			\$7,000	\$3,336	\$3,664	48%	
STREET MAINTENANCE (5110)	7	\$253	\$10,711	\$5,796	\$4,915	54%	Roadway milling 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)			\$10,000	\$5,363	\$4,637	54%	
STORM SEWERS (8140)			\$1,972	\$0	\$1,972	0%	
TREES (8200)			\$1,479	\$0	\$1,479	0%	
	10	\$361	\$81,463	\$57,480	\$23,983		

## 2014 PUBLIC WORKS BUDGET VS SPENT-TO-DATE

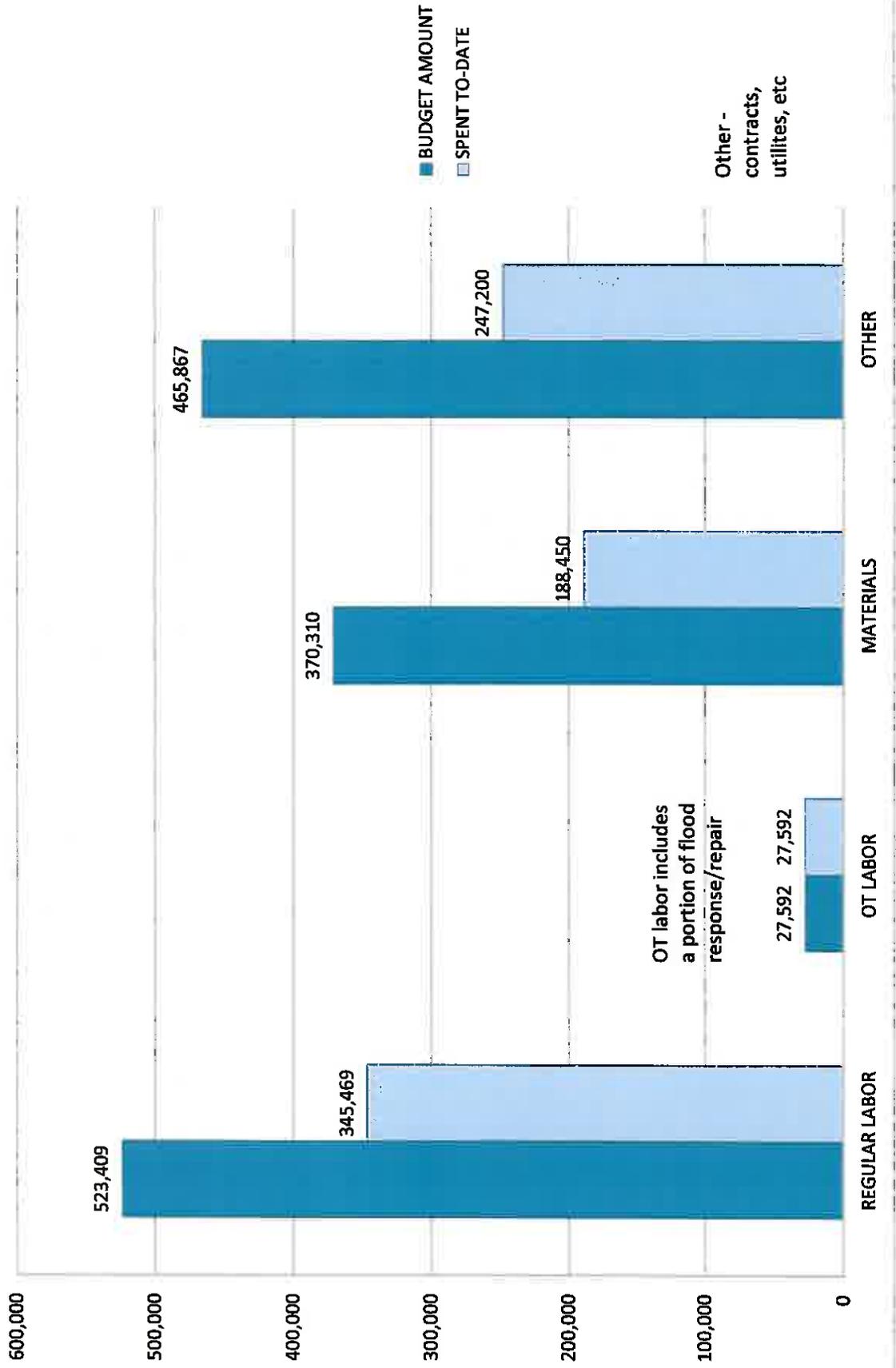
(LABOR, MATERIALS AND OTHER AS OF 8/31)





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

# City of Oneida WWTP Budget vs Expenses As of 9/1/14



## 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
- Handicap parking painting
- Rail-trail signage support

### 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
- WWTP FEMA mitigation project coordination
- Brookside Crossing subdivision review
- Annual paving and road maintenance program coordination
- DEC coordination for monthly WWTP report
- WWTP gas monitoring project
- 2015 budget preparation
- Rail-trail project support

### 5. Street Maintenance

- Performed underground facilities mark-outs per Dig Safe NY
- Respond to resident requests
- Street sweeping
- Crescent Ave road shoulder repair
- N. Broad Street – sewer sinkhole repair
- Fire Department concrete apron repair
- Roadway milling support (hauling milling and structure adjustments)
- Stone hauling for pavement resurfacing

### 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.

**8. Storm Sewers**

- Structure repairs and catch basin cleaning
- Drainage channel maintenance
- Stone Street culvert repair

**9. Green Waste and Trees**

- Weekly resident green waste pick-up and chipping services
- Street tree trimming
- Resident request tree reviews for trimming and possible removals

**10. Mosquito Control**

- Mosquito count tracking
- Review sprayer possible sprayer repairs

**11. 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

***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

August 2014

**REVENUE**

In the month of August the Recreation Department generated a total of \$6,513.50 in revenue.

**USAGE/COMPARISON**

Our August 2014 Gym rental revenue is down 4% from August 2013. In August of 2013 we generated \$1,510.00 in gym rental revenue as compared to \$1,445.00 in 2014. Our August room rentals were \$20.00 as compared to \$220.00 in 2013. As of September 1, 2014 our yearly gym rental revenue is \$22,963.00 compared to \$16,692.00 in 2013, a 37% increase, our room rentals revenue is \$1,655.00 in 2014 as compared to \$1,730.00 in 2013 a 4% decrease.

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	12	1	6	0	19
September					
October					
November					
December					
<b>TOTAL</b>	<b>133</b>	<b>41</b>	<b>126</b>	<b>16</b>	<b>316</b>

## MAINTENANCE

All of the maintenance workers did a great job this summer. We had good weather this summer and it allowed the crew to keep up with all of the mowing and accomplish some other jobs. With the summer coming to an all but three of the seasonal maintenance workers are done working for us. We still have two workers working 40 hours a week until mid-November and one part time worker working until mid-September. The pool closed for the season on August 17<sup>th</sup>, the crew has been working on getting the pool closed up for the winter. All the water needs to be turned off, lines need to be cleared out, ladders and diving boards taken down, tables and benches stored away and many other little things that need to be put away before the cold weather arrives. Pop Warner football started in August and the crew did a great job getting Vets Field ready for football. It takes a couple days to transform the facility from baseball/softball to football. Bleachers need to be moved, the football field needs to be lined, practice fields need to be made and the concession stand needs to be hooked up with water. Before the Pop Warner season started we were able to paint both locker rooms, bathrooms and all of the lockers at Vets Field. We also put a new coat of paint on all of the bleachers at the field.

## Updates

Each summer our building rentals slow down considerably and this August was no different. Our building supervisors did a great job as always meeting all of the needs of the buildings renters. Now that summer is coming to an end the building rentals will start to pick up and we will be packed with rental in no time.

We have continued 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. Now that summer is close to over and winter is right around the corner I'm not sure this project will get finished. All of the permits we had from the DEC were for 2014, I don't know if they would extend the permits for another year if we do get the grant.

The Rail Trail committee continues to meet once a month and we have scheduled a ribbon cutting ceremony to officially open our first section of the Oneida Rail Trail. The first section open will be a one mile section out on Hubbard Place. 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. We have a meeting set up for Sept. 10<sup>th</sup> to meet with NYS DOT representatives to get started on these next steps.

The Over 35 softball league ended in August. The league had a good season, the weather cooperated for the most part and there were no major issues.

The Adult CO-ED Kickball league kicked out the first season in August. So far the season has been going great, all teams have been having a great time and it looks like we have found a new adult league that will be back next summer.

The Adult Flag football league started on August 28<sup>th</sup>. There are 4 teams in the league this year, a few less than previous years. Hopefully next year we can find a couple new teams to add to the league.

The youth flag football league will start in early September. Last year was the first year for this program and it was very popular and we anticipate even more kids participating this season.

Chapman Pool closed for the season on August 17<sup>th</sup> after another great season. Our open swim numbers are down a little this year, but we were still were a very busy place all summer.

Yearly Totals:	2008	2009	2010	2011	2012	2013	2014
Number of Days Pool was open	74	63	65	60	58	57	62
Open swim total	4519	5780	6458	4991	5652	4492	4393
Ave. number for open swim, daily	61	91	99	83	97	79	71
swim lesson numbers	1794	1713	1633	1655	1964	2495	1932
swim team numbers	224		345	290	369	411	427
total numbers for the year	6537	7493	8436	6936	7985	7398	6752
Ave. swimmers a day for the year	88	118	130	116	138	125	109
Number reg. for swim lessons	175	177	143	144	159	188	161
Number reg. for swim team	35	26	27	18	27	33	38
Revenue Breakdown:							
Open Swim	\$3,507.00	\$4,763.00	\$4,124.00	\$3,533.00	\$2,470	\$3,147	\$3,146
Swim Lessons	\$2,340.00	\$4,535.00	\$3,870.00	\$3,915.00	\$4,215.00	\$5,110	\$4,250
Open Swim Pass	\$370.00	\$1,200.00	\$1,540.00	\$990.00	\$810.00	\$380	\$1,030
Lesson & Fam. Pass	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Swim Team	\$345.00	\$550.00	\$560.00	\$360.00	\$540.00	\$665	\$790
Caps & Goggles	\$201.50	\$89.50	\$130.00	\$152.50	\$185.00	\$295	\$260
Total:	\$8,263.50	\$11,137.50	\$10,224.00	\$8,950.00	\$8,220.00	\$9,597	\$9,476

Respectfully submitted,

Lucas Griff  
Recreation Director

City of Oneida Recreation Department  
 Monthly Revenue - August 2014

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
8/4/2014	Rec Center - Gym/Tot	\$50.00	8071	8/5/2014	Balance Forward	\$5,543.50			
	Chapman Pool	\$182.00	8072		8/26/2014	Adult Flag Football	\$200.00	8104	8/28/2014
	Chapman Pool	\$51.00	8073			Adult Flag Football	\$100.00	8105	
	Rec Center - Gym/Tot	\$120.00	8074	8/7/2014		Adult Flag Football	\$100.00	8106	
	Field/Park Rental	\$50.00	8075		8/27/2014	Rec Center - Gym/Tot	\$120.00	8107	
	Rec Center - Gym/Tot	\$55.00	8076			Rec Center - Gym/Tot	\$50.00	8108	
8/6/2014	Rec Center - Gym/Tot	\$50.00	8077			Adult Flag Football	\$400.00	8109	
	Field/Park Rental	\$30.00	8078			TOTAL	\$6,513.50		
	Field/Park Rental	\$22.50	8079						
8/7/2014	Rec Center - Gym/Tot	\$55.00	8080						
	Rec Center - ARC	\$200.00	8081						
	Chapman Pool	\$75.00	8082			001-0017-2006	Field Trips		\$340.00
	Rec Center - Equipment	\$108.00	8083	8/8/2014		001-0017-2017	Adult Flag Football		\$1,200.00
8/8/2014	Adult Softball	\$170.00	8084			001-0017-2022	Adult Softball		\$170.00
	Rec Center - Gym/Tot	\$100.00	8085			001-0017-2025	Chapman Pool		\$883.00
	Chapman Pool	\$106.00	8086			001-0017-2030	Field/Park Rental		\$1,227.50
8/11/2014	Rec Center - Room	\$10.00	8087	8/12/2014		001-0017-2036	Adult Kickball		\$660.00
8/12/2014	Rec Center - Gym/Tot	\$100.00	8088						
	Adult Kickball	\$660.00	8089						
	Chapman Pool	\$302.00	8090						
8/13/2014	Rec Center - Gym/Tot	\$75.00	8091	8/14/2014		Rec Center			
	Field/Park Rental	\$1,040.00	8092			ARC	\$200.00		
8/20/2014	Rec Center - Gym/Tot	\$50.00	8093	8/21/2014		Gym Rental	\$1,445.00		
	Rec Center - Gym	\$475.00	8094			Room Rental	\$20.00		
	Chapman Pool	\$167.00	8095			Equipment Rental	\$368.00		
	Field/Park Rental	\$50.00	8096	8/26/2014		001-0017-2031	Rec Center Total		\$2,033.00
8/21/2014	Rec Center - Gym/Tot	\$35.00	8097				TOTAL		\$6,513.50
	Rec Center - Room	\$120.00	8098						
8/25/2014	Adult Flag Football	\$400.00	8100						
	Rec Center - Gym/Tot	\$25.00	8101						
	Field Trip - NYS Fair	\$340.00	8102						
8/26/2014	Rec Center - Equipment	\$260.00	8103						
	TOTAL	\$5,543.50							

City of Oneida Recreation Department  
 Monthly Revenue - August 2014

Gym/Room Rental Monthly Comparison		14-Aug % Increase/Decrease			
	Aug-13	\$1,445.00	-4%		
		\$20.00	-90%		
Gym	\$1,510.00				
Room	\$220.00				
Gym/Room Rental Yearly Comparison		9/1/2014: % Increase/Decrease			
	9/1/2013	\$22,963.00	37%		
Gym	\$16,692.00				
Room	\$1,730.00	\$1,655.00	-4%		
Rec Center Rentals		Gym Room Rentals	Tot Partles	Teen Parties	TOTAL
January	17	7	15	0	39
February	24	7	16	5	52
March	29	8	23	4	64
April	21	9	19	0	49
May	6	5	21	3	35
June	10	3	23	4	40
July	14	1	3	0	18
August	12	1	6	0	19
TOTAL	133	41	126	16	316

**RECREATION MAINTENANCE MONTHLY REPORT**  
**MONTH AUGUST 2014**

<b><u>WORK PERFORMED</u></b>	<b><u>TOTAL HOURS</u></b>
- Field Preparation	32
- Check Tennis/Basketball Courts	0
- Pool Maintenance	41.75
- Park Inspection	10
- Park Landscaping	14.75
- General Cleanup/Litter Pickup	10
- Carpentry Work/Painting	8
- Facility Winterizing	6
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	216.75
- Equipment & Vehicles: general maintenance/cleaning	32.5
- Miscellaneous:	7
<b>TOTAL</b>	<b>378.75</b>

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**August  
2014**

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**Monthly Report**

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**Department of Planning and  
Development**

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**Department of Planning and Development  
Monthly Report  
August 2014**

**Planning Commission**

No meeting in August

**Zoning Board of Appeals**

No meeting in August

**Community Development**

Housing Rehabilitation Grant # 20103204 – Four projects currently under construction. Total of eleven projects completed assisting 17 persons, including seven elderly and five disabled.

2014 CDBG application was submitted January 17th - We added a target area for lead water line replacement as an activity in our scattered sites housing rehabilitation program grant application. We currently have approximately 30 units approved and on our waiting list. We have been awarded \$400,000 and will begin this grant by summer.

**Revolving Loan Fund**

Current balance as of August 31, 2014 - \$366,775.42. We have nine active loan accounts. No new applications were submitted in August. The Common Council approved the use of \$200,000 toward funding the West Elm Street water and sewer infrastructure project. The money will remain in this account until the project is underway.

**Economic Development**

The City was awarded a grant for All Seasonings Ingredients, Inc. The funding will allow them to greatly expand their current building, and increase their workforce by a minimum of 15 new jobs over the next 2 years. The application budget also includes \$16,000 to offset salaries in the Planning Department as we will administer the grant. This grant should be closed out by the end of 2014.

**USEPA Smart Growth Project**

In April 2013, the committee submitted to EPA and their consultants, our comments on the draft audit tool. Give the cuts from sequestration and the government shutdown, both of which affected staff at EPA, this project has been seriously delayed. At this point, we anticipate the final product to be released by EPA in late 2014. The Planning Commission has briefly discussed the idea of replacing the zoning, subdivision, site plan ordinances with a Unified Development Code to streamline the development process for both staff and developers. This has been done in a number of cities recently, although I haven't yet found any enacted in a small city the size of Oneida. We will continue to research this, and determine what the processes and steps might be for the update of the Comprehensive Plan and corresponding ordinance changes. We are also exploring the possibility of funding for a planning firm that has experience in unified development code work.

#### **West Elm Street Project**

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

#### **Oneida Commons Proposal**

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

#### **Stoneleigh Workforce Housing Project**

Funding application – Stoneleigh Housing will be submitting a funding application in October 2014. We worked with them to strengthen the application and tie in the need for residential units for people displaced by the 2013 flood in Ward 4, and look forward to award announcements in the winter.

#### **Seneca Fields Apartments**

Two Plus Four Companies will be resubmitted the Oneida Health Care funding application to NYS this fall for the proposed 32-unit senior housing facility to be located off Seneca Street Extension. They received Minor Subdivision Approval, Site Plan Approval and a Conditional Use Permit from the Planning Commission in November 2012. The new application will be

submitted in November 2014, with an anticipated award announcement in spring/summer of 2015.

### **Flood Zone Planning**

City staff is looking into both short and long term issues relating to future use of properties in the flood zone. We are currently working with SUNY College of Environmental Science and Forestry's School of Landscape Architecture on a community engagement project with the residents and business owners in the Flats neighborhood. This will help create a shared vision for the Flats, and assist the City in determining necessary steps as we move forward with future plans.

The City Engineer and City Planner both served on the Madison County NY Rising Communities Committee to address flood related issues and projects that will result in increased resiliency to future storms both immediately and over the long term. The Committee began meeting in February to prioritize a project list utilizing the \$3 million in state funds that have been allocated to Madison County. We submitted eight projects in Phase 1, and 2 projects in Phase 2 (long-term studies/projects). The Committee has been working with consultants and NYS Dept of State representatives on a long term plan which was finalized in July. We anticipate the plan being available this fall.

City Hall staff has formed the Flood Response Task Force, consisting of the Mayor, Police Chief, Fire Chief, Engineer, Planner and City Clerk. Our goal is to put together an action plan in the event of another flood. This will enable the City's resources to be utilized more efficiently, and to better assist the residents.

### **Legislative Funding Projects**

We have been working with the City Engineer to finalize a downtown streetscape and signage improvement project, utilizing a grant of \$20,000 made available to us through Assemblyman Magee's office. We anticipate a final funding decision by the spring of 2014.

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

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

### **Oneida Information Packet and Brochure**

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