

CITY OF ONEIDA

**DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE**

Gregg Myers, *Chief*



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

**Oneida Fire
Department
Monthly Report**

AUGUST 2013

Oneida Fire Department
Monthly Call Totals

August-13

TYPE OF CALLS REPORT

NUMBER OF
CALLS

FOR THE MONTH OF

Fire	7
Rescue	148
Non-Fire	23
Total	178

OVERTIME PERIOD FROM 6/30/2013 THRU 7/27/2013

	August	YTD
Fire	\$362.23	\$4,430.25
Rescue	\$82.14	\$3,169.96
Non-Fire	\$535.17	\$12,919.02
Total	\$979.54	\$20,519.23

	August	YTD
Short Shifts	\$4,869.62	\$26,091.68
Illness	\$1,175.44	\$13,874.10
Military	\$734.20	\$6,856.17
Bereavement/Flood		\$26,091.68
Training	\$188.82	\$6,687.50
Repairs	\$165.62	\$1,332.68
Fire Prevention		\$1,762.72
Total:	\$7,133.70	\$82,696.53

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD \$103,215.76

This is a comparison of calls 2012 vs. 2013 as of the last day for the reported month.

	2011	2012	2013
Calls:	1246	1348	1429
Fire:	38	42	40
Rescue:	949	1042	1135
Non-Fire:	259	263	254
Multiple Alarms:	200	260	243
			81
			-2
			93
			-9
			-17

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Fire Department Revenue- August, 2013

Alarm Permits:	\$8530.00	Collected to 8/30/2013 *
Solid Fuel Burning Permits:	\$120.00	
Tent Inspections:	\$120.00	
Fire/Housing Inspections:	\$15910.00	billed as of 8/30/2013
Collected:	\$11605.00	as of 8/30/2013

**bills sent out 8/2/2013 with new rates.*

2013 Inspections- Housing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	18	54	44	76	75	41	44	34					386
Reinsp *	30	17	23	35	36	24	22	26					213
Comp	4	2	2	9	8	3	4	5					37
3+ fam	2	7	2	11	7	2	3	3					37
No Shows	3	4	2	4	3	1	3	5					25

* # of units

2013 Fire Inspections

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Commercial	7	6	6	9	4		1	3					36
Pub Assembly	2	3	4	5	1	1	1	3					20
Educational			1	0	1			1					3
Total:	9	9	11	14	5	1	2	7					58

CITY OF ONEIDA

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

FIRE MARSHAL MONTHLY REPORT AUGUST 2013

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	3
ASST. FIRE MARSHAL FIELDS	2.5
INSPECTOR BALL	2
INSPECTOR CAVANAGH	6
INSPECTOR HOFFMAN	9
INSPECTOR RELYEA	3
INSPECTOR WALKER	12
FIREFIGHTERS	5
TOTAL OFFICE HOURS	42.5

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	9
BUSINESS REINSPECTION	1
BUSINESS C OF C	0
PUBLIC ASSEMBLY INSPECTION	1
PUBLIC ASSEMBLY REINSPECTION	0
PUBLIC ASSEMBLY C OF C	0
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	3
ORDER TO VACATE	0
VACANT PLACARDS	2
COMPLAINTS	0
NO SHOW	0

OFFICE BREAKDOWN CONT.	TOTAL HOURS
MEETINGS / CODES SCHOOL	0 HOURS
PLAN REVIEW	½ HOURS
MISCELLEANOUS	13 ½ HOURS
FIRE INVESTIGATION	7 HOURS
FIRE PREVENTION	0 HOURS

FIRE MARSHAL'S ACTIVITIES

- **More vacant and abandon buildings were inspected. This is a continual process of identification, forms, owner notification, and placarding.**
- **Responded to Maxwell Field for the concession stand on fire. Fire confined to the wood covering the concession area. Fire investigation to follow.**
- **Prepared the 2014 Fire Marshal's Budget**
- **Solid Fuel burning permits have started to increase due to the weather change.**
- **Most of the inspectors, including myself were off during the month of August as reflected in the low number of hours reported.**

MONTHLY REPORT

CITY CLERK

CITY OF ONEIDA
OFFICE OF THE CITY CLERK

REPORT FOR THE MONTH OF AUGUST 2013

COUNTER SERVICE:

Total Income from Counter Service: \$ 19,532.25
 City's Share of Total Income: \$ 18,527.90

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
DOGS		
LATE FEE TAG IMPOUNDMENT	\$ -	\$ -
S/N NYS SURCHARGE \$ 1.00	\$ 66.00	\$ -
66 LICENSES S/N	\$ 726.00	\$ 726.00
10 LICENSES UN S/N LICENSES NO FEE	\$ 250.00	\$ 250.00
US/UN NYS SURCHARGE \$ 3.00	\$ 30.00	\$ -
DOG ADJUSTMENT	<u>\$ 1,072.00</u>	<u>\$ 976.00</u>
BINGO		
1 GAMES RECEIPTS	\$ 356.25	\$ 142.50
	<u>\$ 356.25</u>	<u>\$ 142.50</u>
GAMES OF CHANCE/BELL JAR		
RECEIPTS GAMES	<u>\$ -</u>	<u>\$ -</u>
MARRIAGES		
11 LICENSES	\$ 440.00	\$ 192.50
	<u>\$ 440.00</u>	<u>\$ 192.50</u>
OTHER ITEMS		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 509.00	\$ 509.00
210 MISC CERTIFICATES	\$ 2,100.00	\$ 2,100.00
11 CERT OF OCCUPANCY	\$ 185.00	\$ 185.00
11 BUILDING PERMITS	\$ 4,426.00	\$ 4,426.00
BUILDING PERMIT FEES (LATE)	\$ 100.00	\$ 100.00
SECOND HAND DEALERS PERMIT		\$ -
TRUSS ID		\$ -
Z.B.A. APPLICATIONS		\$ -
TRAILER PARK PERMITS		\$ -
AMUSEMENT DEVICE LICENSES		\$ -
EXCAVATION PERMITS	\$ -	\$ -
TAXI BUSINESS		\$ -

ITEMS	TOTAL	
	FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
19 DEED REC. FEE	\$ 570.00	\$ 570.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
TAXI DRIVER		\$ -
TAXI VEHICLES		\$ -
3 SIGN PERMIT	\$ 175.00	\$ 175.00
SITE PLAN		\$ -
CONDITIONAL USE PERMIT		\$ -
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
SEWER PERMIT		\$ -
2 TENT PERMIT	\$ 120.00	\$ 120.00
2 WOOD STOVE PERMIT	\$ 120.00	\$ 120.00
2 SOLICITOR LICENSE	\$ 200.00	\$ 200.00
8 ADDITIONAL SALESPERSON	\$ 120.00	\$ 120.00
SPECIAL EVENTS		
ANIMAL CONTROL		\$ -
85 ALARM	\$ 8,530.00	\$ 8,530.00
GARBAGE		\$ -
JUNK	\$ -	\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION	\$ -	\$ -
USE VARIANCE		\$ -
1 AREA VARIANCE	\$ 50.00	\$ 50.00
	<u>\$ 17,205.00</u>	<u>\$ 17,205.00</u>

MADISON COUNTY LANDFILL

34 CARDS	\$ 459.00	\$ 11.90
	<u>\$ 459.00</u>	<u>\$ 11.90</u>

GRAND TOTALS \$ 19,532.25 \$ 18,527.90

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 18,527.90
MADISON CO. TREAS.-LANDFILL	\$ 447.10
NYS DEPT. OF HEALTH	\$ 247.50
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	\$ 213.75
NYS DOG SURCHARGE	\$ 96.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 19,532.25</u>

20 DEATHS RECORDED
28 BIRTHS RECORDED
24 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

MONTHLY REPORT

CITY

CHAMBERLAIN

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY
CHAMBERLAIN DURING AUGUST, 2013

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	19,097.27
COUNTY PORTION	18,526.60
INTEREST AND PENALTIES	3,668.51
NOTICE MAILING FEES	66.00
DELINQUENT SCHOOL TAX COLLECTED	16,932.90
FEES ON SCHOOL TAXES	854.20
5% COLLECTOR'S FEE	854.20
WATER AND SEWER RENTS COLLECTED	395,520.50
WATER SERVICE CHARGES	12,634.37
TAX SALE CERTIFICATES	16,096.05
FEES ON TAX SALE CERTIFICATES	3,512.79
FILING FEES	323.00
ADVERTISING	118.00
CERTIFIED MAIL FEE	54.82
TAX SEARCHES	550.00
FINES AND PENALTIES (PARKING TICKETS)	1,525.00
TOTAL SEPTAGE	1,365.00
COURT REPORT	7,153.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	9,977.15
POLICE REPORT	339.43

RECREATION DEPARTMENT		
ARMORY REVENUE	1,765.00	
TENNIS TOURNAMENT	352.00	
SWIM/REC.INST/SUITS	1,673.00	
FIELD/PARK POOL RENTAL	825.00	
CHAPMAN POOL	0.00	
FIELD TRIPS	270.00	
HALLOWEEN PARTY	190.00	
FOOTBALL CAMP	600.00	5,675.00

UTILITY TAXES	917.09	
FIRE INSPECTION FEES	2,075.00	
STAPLES REFUND	6.20	
RETURN CHECK FEE	40.00	
HEALTH INSURANCE	5,095.59	
RESCUE VECHICLE FEE	466.00	
SALE OF PROPERTY LAMB	834.95	
OCSD CIVIL SERVICE CHARGE	10,002.00	
INSURANCE RECOVERY	21,275.00	
		40,711.83

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

NYS RETIREMENT REFUND		20.84
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RECEIPTS FROM MADISON COUNTY

MADISON COUNTY MORTGAGE TAX		0.00
MADISON CO STOP DWI		0

SPECIAL ASSESSMENTS		161.63
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TOTAL REVENUES COLLECTED AND DEPOSITED BY CITY CHAMBERLAIN		\$555,738.09
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REDEPOSITED ITEMS	700.70
CD REHAB PAYMENTS	191.47
REVOLVING LOAN PAYMENTS	3,506.83
TOTAL FUNDS DEPOSITED	560,137.09
CITY/COUNTY TAXES COLLECTED	37,623.87
PERCENT COLLECTED AS OF AUGUST 31, 2013	95.35%
2012-2013 ONEIDA CITY SCHOOL TAX	\$ 16,932.90
PERCENT COLLECTED AS OF AUGUST 31, 2013	47.00%

MONTHLY REPORT

PARKS &

RECREATION

A. Max Smith
Acting 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 2013

REVENUE

In the month of August the Recreation Department generated a total of \$4,465.00 in revenue.

USAGE/COMPARISON

Our August 2013 Gym rental revenue is up 28% from August 2012. In August of 2012 we generated \$1,175.00 in gym rental revenue as compared to \$1,510.00 in 2013. Our August room rentals were \$220.00 as compared to \$220.00 in 2012. As of September 1, 2013 our yearly gym rental revenue is \$17,412.00 compared to 14,359.00 in 2012, a 21% increase, our room rentals revenue is \$1,730.00 compared to \$842.50 in 2012 a 105% increase.

MAINTENANCE

The maintenance crew continues to do a great job keeping up with all of the mowing. With all of the rain we have been getting this summer the grass has continued to grow all summer. During a normal summer we are able to focus on some other task during late July and August. This summer we have had to balance the mowing and other task.

We transitioned from baseball and softball season to football season on the 1st of August with the start of Pop Warner. The crew had to get the football field into shape for practices and games. This included lining the field, moving bleachers and benches and setting up picnic tables and a tent.

With the pool season coming to an end in mid-August the crew spent some time at the pool starting the process to close up the pool for the season.

POOL

We held the annual water carnival on August 16th signifying that the end of the pool season was only days away. The Oneida Men's Softball Association paid for an inflatable water slide to be set up at the pool the day of the water carnival. The slide was a huge hit with all the kids. The Softball Association also paid the admission fees for anyone who came to the pool the last 2 days we were open. A huge thank you was sent out the Oneida Softball Association for giving back to the City and Community. The pool closed on August 18th for the season. We had a very good year at the pool; the staff did an outstanding job all season dealing with a lot of people. There were no major accidents and everything ran well. Please see the attached sheet to see user numbers and revenue for the 2013 season and past years.

PARKS

The parks staff season came to an end on August 16th. The 4 staff we hired for the summer did a great job keeping Allen and Vets park looking great all summer.

UPDATES

The summer concert series at Higginbotham Park concluded on August 15th. All of the concerts went well, some were more attended than others. The weather cooperated quiet well with us this summer, we only needed to reschedule one show.

The Rail Trail Project continues to move along. With a lot of help from the Madison County Planning Dept. we were able to put together a very strong application for the TEP grant. The grant was submitted in mid-August and we are expecting to hear something back from the state around the 1st of the new year.

On Friday August 23rd the concession stand at Maxwell field was set on fire. Luckily there was someone walking there dog nearby and called 911 and the fire was put out before too much damage was done. I am waiting on an estimate to repair the damaged sections. With the latest bit of vandalism we are going to take a look at installing video cameras in a couple of our parks to see if we can curb some of these acts.

Respectfully submitted,

Lucas Griff
Director

City of Oneida Recreation Department
Chapman Pool Statistics

YEAR	2008	2009	2010	2011	2012	2013
Month:						
June:						
Number of Days Pool was open	11	6	11	6	8	10
Open swim total	556	325	642	378	1076	1185
Ave. number for open swim, daily	50	54	58	63	134	119
swim lesson numbers	55	0	117	206	290	334
swim team numbers	9	0	18	34	60	43
total numbers for the month	620	325	777	618	1426	1562
Ave. swimmers a day for the month	56	54	70	103	178	156
July:						
Number of Days Pool was open	30	31	30	30	31	31
Open swim total	2915	3128	4343	3735	3295	2881
Ave. number for open swim, daily	97	100	145	125	106	93
swim lesson numbers	1203	1174	1049	1044	1246	1492
swim team numbers	182	262	185	185	279	349
total numbers for the month	4300	4302	5654	4964	4820	4722
Ave. swimmers a day for the month	143	138	188	165	155	152
August:						
Number of Days Pool was open	27	26	24	24	19	16
Open swim total	1020	2327	1476	878	1281	426
Ave. number for open swim, daily	37	89	61	37	67	27
swim lesson numbers	536	539	407	418	428	669
swim team numbers	33	33	65	58	30	19
total numbers for the month	1589	2866	1948	1354	1739	1114
Ave. swimmers a day for the month	59	110	81	56	92	70
September:						
Number of Days Pool was open	6	0	0	0	0	0
Open swim total	28	0	0	0	0	0
Ave. number for open swim, daily	4	0	0	0	0	0
swim lesson numbers	0	0	0	0	0	0
swim team numbers	0	0	0	0	0	0
total numbers for the month	28	0	0	0	0	0
Ave. swimmers a day for the month	4	0	0	0	0	0
Yearly Totals:						
Number of Days Pool was open	74	63	65	60	58	57
Open swim total	4519	5780	6458	4991	5652	4492
Ave. number for open swim, daily	61	91	99	83	97	79
swim lesson numbers	1794	1713	1633	1655	1964	2249
swim team numbers	224	345	290	290	369	411
total numbers for the year	6537	7493	8436	6936	7985	7152
Ave. swimmers a day for the year	88	118	130	116	138	125
Number reg. for swim lessons	175	177	143	144	159	188
Number reg. for swim team	35	26	27	18	27	33
Revenue Breakdown:						
Open Swim	\$3,507.00	\$4,763.00	\$4,124.00	\$3,533.00	\$2,470	\$3,147
Swim Lessons	\$2,340.00	\$4,535.00	\$3,870.00	\$3,915.00	\$4,215.00	\$5,110
Open Swim Pass	\$370.00	\$1,200.00	\$1,540.00	\$990.00	\$810.00	\$380
Lesson & Fam. Pass	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Swim Team	\$345.00	\$550.00	\$560.00	\$360.00	\$540.00	\$665
Caps & Goggles	\$201.50	\$89.50	\$130.00	\$152.50	\$185.00	\$295
Total:	\$8,263.50	\$11,137.50	\$10,224.00	\$8,950.00	\$8,220.00	\$9,597
	*In 2010 there were 6 days when the pool was free, a total of 1608 people came on those days					
	*In 2011 there were 4 days the pool was free, a total of 1138 people came on those days					
	*In 2012 there were 15 days when the pool was free, a total of 2,451 people came on those days.					
	*In 2013 there were 6 days when the pool was free, a total of 1,392 people came on those days.					

City of Oneida Recreation Department
August 2013 - Monthly Revenue

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
7/29/2013	Rec Center - Gym/Tot	\$75.00	7373	8/5/2013	Balance Forward		\$3,405.00		
8/1/2013	Rec Center - Gym/Tot	\$92.50	7374		8/23/2013	Flag Football	\$300.00	7401	8/28/2013
	Chapman Pool	\$61.00	7375		8/24/2013	Rec Center - Gym/Tot	\$80.00	7402	
	Rec Center - Gym/Tot	\$100.00	7376		8/26/2013	Field Trip - NYS Fair	\$270.00	7403	
	Rec Center - Gym	\$37.50	7377			Rec Center - Room Rental	\$110.00	7404	
8/2/2013	Rec Center - Equipment	\$25.00	7378			Flag Football	\$300.00	7405	
	Tennis Tournament	\$208.00	7379			TOTAL	\$4,465.00		
	Rec Center ARC	\$200.00	7380						
	Chapman Pool	\$93.00	7381		001-0017-2006	Field Trip - NYS Fair	\$270.00		
	Rec Center - Gym/Tot	\$50.00	7382	8/6/2013	001-0017-2013	Flag Football	\$600.00		
8/5/2013	Tennis Tournament	\$144.00	7383		001-0017-2023	Tennis Tournament	\$352.00		
	Chapman Pool	\$49.00	7384		001-0017-2025	Chapman Pool	\$463.00		
	Park/Field Rental	\$25.00	7385		001-0017-2030	Field/Park Rental	\$825.00		
8/7/2013	Rec Center - Dining Room	\$20.00	7386	8/9/2013					
8/8/2013	Chapman Pool	\$78.00	7387						
	Park/Field Rental	\$800.00	7388		ARC		\$200.00		
	Rec Center - Gym/Tot	\$80.00	7389		Gym Rental		\$1,510.00		
8/9/2013	Rec Center - Gym	\$600.00	7390	8/14/2013	Room Rental		\$220.00		
8/13/2013	Rec Center - Gym/Tot	\$70.00	7391		Equipment Rental		\$25.00		
	Chapman Pool	\$162.00	7392		001-0017-2031	Rec Center Total	\$1,955.00		
8/15/2013	Rec Center - Room	\$10.00	7393	8/20/2013		TOTAL	\$4,465.00		
8/16/2013	Rec Center - Gym/Tot	\$100.00	7394						
	Rec Center - Gym/Tot	\$55.00	7395						
8/19/2013	Chapman Pool	\$20.00	7396		Gym/Room Rental Monthly Comparison				
	Rec Center - Gym	\$70.00	7397	8/26/2013	Aug-12	13-Aug	% Increase/Decrease		
8/21/2013	Rec Center - Room	\$20.00	7398		Gym	\$1,175.00	\$1,510.00	28%	
	Rec Center - Gym	\$100.00	7399		Room	\$220.00	\$220.00	0%	
8/22/2013	Rec Center - Teen Rm	\$60.00	7400		Gym/Room Rental Yearly Comparison				
	TOTAL	\$3,405.00			9/1/2012	9/1/2013	% Increase/Decrease		
					Gym	\$14,359.50	\$17,412.00	21%	
					Room	\$842.50	\$1,730.00	105%	

RECREATION MAINTENANCE MONTHLY REPORT
MONTH AUGUST 2013

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	62
- Check Tennis/Basketball Courts	8
- Pool Maintenance	9
- Park Inspection	8
- Park Landscaping	6
- General Cleanup/Litter Pickup	8
- Carpentry Work/Painting	117
- Facility Winterizing	0
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	333
- Equipment & Vehicles: general maintenance/cleaning	53
- Miscellaneous:	31.75
TOTAL	635.75

August 2013

Monthly Report

Department of Planning and
Development

**Department of Planning and Development
Monthly Report
August 2013**

Planning Commission

The Planning Commission did not meet in August.

Zoning Board of Appeals

The Zoning Board of Appeals did not meet in August.

Community Development

Housing Rehabilitation Grant # 20103204 – Five projects currently under construction, two in inspection process preparing for bid, electrical inspections, lead risk assessments and radon inspection.

New application for 2013 - We are looking at incorporating a target area for lead water line replacement as an added activity in our 2013 scatted sites housing rehabilitation program grant application. We currently have approximately 30 units approved and on our waiting list. It is expected that the application timeline for the next round of state funding will be announced in early fall.

Revolving Loan Fund

Current balance as of August 31, 2013 - \$320,033.46. We have nine active loan accounts. No new applications were submitted in August.

Economic Development

We have assisted Laberge Group in writing an Economic Development Pre-Submission Form for a CDBG Economic Development Program grant application on behalf of 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. The City was issued an invitation to submit a full application, which was submitted June 25th. An award letter was received in late August, and we are currently waiting for final details and the contract documents.

My office is currently working with one of our local businesses on a building expansion that will also involve the creation of additional jobs. More detailed information will be available at a later date.

USEPA Smart Growth Project

In April, the committee submitted to EPA and their consultants, our comments on the draft audit tool. At this point, we anticipate the final product to be released by EPA in early summer. 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, albeit slowly. 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. We will continue to periodically update the Council as we make progress. An appraisal of the Curtin property is underway, and will be submitted to Empire State Development Agency. We are hopeful that the City will be once again meeting with potential developers in late summer during the second round of interviews.

Oneida Commons Proposal

Elise has brought an engineering firm on board to begin designs for the Cedar Street property, and I have contacted NYSDEC to discuss the intended use. I submitted a written request to NYSDEC and to NYSDOH allowing the placement of artificial turf as a suitable barrier, and leasing the property for recreational use. We were notified in July that both NYSDEC and NYSDOH approve the recreation use of the Cedar Street site with artificial turf, and will assign a staff person to work with the City during the design and construction phases if the project moves forward. We are cleaning up the property boundaries by subdividing several "tails" of property that cross Stoddard Street, in anticipation of a long-term license (or lease) agreement. The Planning Commission has moved forward with Minor Subdivision Approval, and the mylar will be sent to the City Attorney for filing as soon as it is received from Delta Engineering. We will continue to follow-up with Elise on a regular basis to help her move forward.

Kallet Parking Lot/Zeller Building

The sale of the property has been finalized. Final payment on the Oneida Plaza Partnership loan has been received and deposited in the Revolving Loan Fund. As the new use will not require Planning Commission approval, the only other input we may have is on the need for additional parking spaces in the downtown area. We will work with the City Engineer when/if that needs to be addressed.

Stoneleigh Workforce Housing Project

Monitoring Phase II Environmental Audit – No final decision yet from DEC as to the environmental audit results, although they have determined that if funding is awarded for the

project, they will want some additional soil testing done, and treatment of any excavated soil if contaminated. DEC feels that some of the fill material may have been contaminated.

Funding application – Funding was not awarded to any Madison County projects this round. Stoneleigh Housing is intending to reapply in this year’s funding round, and will be requesting an extension to their purchase offer.

Seneca Fields Apartments

Same as above – funding was not awarded this round. Our understanding is that the applicants will resubmit in a future round.

Visioning Project

We continue to work with the Chamber of Commerce Visioning Project. The committee that I am on is looking at a local gift/debit card that can be used to encourage people to “buy locally” and we are hoping to market it with the County’s program that will roll out later this year. Oneida Savings Bank has agreed to work with the Committee on a local debit card, and we continue to look at options for a gift card. More information will be available as we determine the details.

2011 Single Audit/2012 Audit

We have continued to work with D’Arcangelo on the 2012 audit of our 2012 grant programs.

Madison County Transportation Committee

The Planning Department has been a member of the Coordinated Plan Steering Committee for the last few years representing the City. We developed the Coordinated Public Transit-Human Services Transportation Plan, which was then adopted by the County Board of Supervisors. The Committee then worked to develop more comprehensive routes to better serve the residents’ needs. Unfortunately, the additional ridership was not enough to continue the system, and the County will end the public transit program May 31, 2013.

Legislative Funding Projects

I 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 completion of the project by the end of 2013.

I am 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 will now be forwarded to the Dormitory Authority for review and approval.

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.

MONTHLY REPORT
POLICE DEPT.

	2012 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	620	567	663	667	750	801	908	689	652	577	550	594
Criminal Offenses	144	147	177	167	169	193	200	168	184	124	138	129
Clearances	106	120	146	116	120	132	136	108	132	81	88	95
Arrests	55	84	96	83	88	101	107	92	82	89	65	62
Parking Tickets	47	135	112	81	26	61	70	76	62	70	74	71
Traffic Tickets	184	162	177	167	162	142	158	128	124	91	93	93

	2013 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	649	465	538	584	761	758	804	744				
Criminal Offenses	142	122	128	148	179	196	216	176				
Clearances	111	100	100	117	128	143	169	118				
Arrests	96	63	74	67	97	84	111	82				
Parking Tickets	65	72	97	76	49	58	35	32				
Traffic Tickets	158	133	150	139	166	99	167	89				

August

Year to date

	2011	2012	2013	2011	2012	2013	Change from last year
Calls For Service	792	689	744	5063	5665	5303	minus 362
Criminal Offenses	252	168	176	1428	1365	1307	minus 58
Cleared Cases	174	108	118	1059	984	976	minus 8
Arrests	94	92	82	644	706	674	minus 32
Parking Tickets	43	76	32	548	608	484	minus 124
Traffic Tickets	211	127	89	1467	1179	1101	minus 78
DWI's	8	2	2	42	21	26	PLUS 5
Felony Charges	18	10	5	100	76	110	PLUS 34
Misdemeanor Charges	84	83	56	644	596	577	minus 19
Violation Charges	26	22	30	158	171	182	PLUS 11

Overtime 2013

Month	Pay	Comp	Used	Reimbursements	Costs after reimbursements
Jan	\$3,122.60	144.37	148.00	\$7,761.78	(\$4,639.18) * comp reimbursement not included
Feb	\$2,289.64	114.73	192.5	\$0.00	\$2,289.64
Mar	\$4,019.74	100.5	233.5	\$325.27	\$3,694.47
Apr	\$4,269.43	166.37	174.5	\$562.68	\$3,706.75
May	\$6,370.47	176.99	297.25	\$2,340.08	\$4,030.39
Jun	\$24,433.08	390.75	226	\$778.38	\$23,654.70
Jul	\$31,342.46	478.49	464	\$951.82	\$30,390.64
Aug	\$10,072.91	133.87	480.75	\$1,060.12	\$9,012.79
Sep					
Oct					
Nov					
Dec					
Total	\$83,920.28	1,708.07	2,196.50	\$13,780.13	\$72,140.20 Year costs after reimbursements

AUG		
REASON	PAY	COMP
Admin./ Misc.		8.25
Complete Investigation	\$567.72	15.00
Court	\$864.97	4.12
Cover Back Time	\$7,985.59	51.37
Cover Sick Time	\$765.85	
Cover School		
Cover Vacation		5.60
On Call Investigations		
School	\$195.81	3.00
Special Events	\$1,864.90	35.60
Special Investigations	\$93.96	10.87
Total	\$12,138.83	135.87

2013 Overtime
 Year to date
 Contractual \$36,390.98
 other \$53,950.74
 Reimbursed 13,780.13
 Total non
 Contractual
 not reimbursed \$40,170.61
 Flood OT \$28,671.13
 minus flood \$11,499.48

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 2012

Month	Pay	Comp	Used	Reimbursements	Costs after reimbursements
Jan	\$5,132.46	129.37	154.50	\$0.00	\$5,132.46
Feb	\$4,058.00	118.12	114	\$0.00	\$4,058.00
Mar	\$5,541.20	135.75	171.75	\$0.00	\$5,541.20
Apr	\$6,281.57	171	305.25	\$886.82	\$5,394.75
May	\$9,407.87	184.5	326.25	\$15,224.68	(\$5,816.81)
Jun	\$16,542.80	111.75	354.75	\$860.72	\$15,681.88
Jul	\$9,736.50	111	265.5	\$1,093.27	\$8,643.23
Aug	\$10,082.43	117	471.25	\$972.43	\$9,110.00
Sep	\$11,498.77	137.82	285	\$3,764.70	\$7,734.07
Oct	\$11,213.16	197.62	349	\$178.40	\$11,034.76
Nov	\$3,088.87	96.75	509	\$0.00	\$3,088.77
Dec	\$6,186.44	155.92	543	\$0.00	\$6,186.44
Total	\$86,762.27	1,608.83	2,124.40	\$22,981.02	\$76,788.76 Year costs after reimbursements

2013 Reimbursements- Overtime reimbursements, grant reimbursements and other.

	STEP Grant	Other	Total
	Amount	Amount	
Jan.		\$7,761.78 wc	\$7761.78
Feb			0
Mar		\$325.27dwi	\$325.27
Apr.	\$562.68		\$562.68
May	1740.08	\$600.00 BUNY	\$2340.08
Jun.	\$ 778.38		\$ 778.38
Jul.	\$ 951.82		\$951.82
Aug.	\$1060.12		\$1060.12
Sep.			
Oct			
Nov			
Dec.			
Total	5093.08	\$8687.05	\$13,780.13

to date.

wc= final workmen comp check from Sgt. Loomis out on injury in 2012.
dwi= STOP DWI Funds

Year to date Overtime	\$ 85,920.29
Reimbursements	\$ 13,780.13
Costs after reimbursement:	\$72,140.20

2013 Revenue- Report copy fees, fingerprint fees, record checks, etc.

Jan.	\$1359.75
Feb.	\$ 173.00
Mar.	\$ 34.75
Apr.	\$ 1,188.75
May	\$ 2,190.25
Jun.	\$ 1271.25
Jul.	\$1614.43
Aug	\$ 207.53
Sept.	
Oct.	
Nov.	
Dec.	
Year to date:	\$8048.71

The following is a list of funds taken in during the month of August, 2013. Please deposit all into the Police Department revenue account.

Accident Report Copy Fees

Cash and Checks	\$ 8.75
Kemper Ins. Co.	0.00
Allstate	0.00
State Farm Ins. Co.	0.00
Utica National Ins. Co.	0.00
Metropolitan Reporting Bureau	12.00
New York Central Mutual Ins. Co.	0.50
Progressive Ins. Co.	0.00
The Joyce Law Firm	0.00
Travelers Ins. Co.	0.00
LexisNexis	22.00
All Other Insurance Companies	0.00
Fingerprint Processing Fees (Cash & Check)	50.00
Records Check – all others	0.00
Records Checks – NYS Police Department	
Mad. Co Probation Restitution Molly M. Frink	114.28

Total Money \$ 207.53

City of Oneida - Department of Public Works August 2013 Monthly Reports

Prepared By: Jon Rauscher, PE , LEED BD+C
City Engineer



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

Executive Summary

This report covers Public Works activities for August. The main tasks performed for this period are as follows;

- *2013 street paving program (8/5 – ±9/13)*
- *City wide green waste removal*
- *Street parking painting*
- *Flood debris removal*

The majority of work for this period was spent preparing and supporting the 2013 street paving program.

Attached for review are the following;

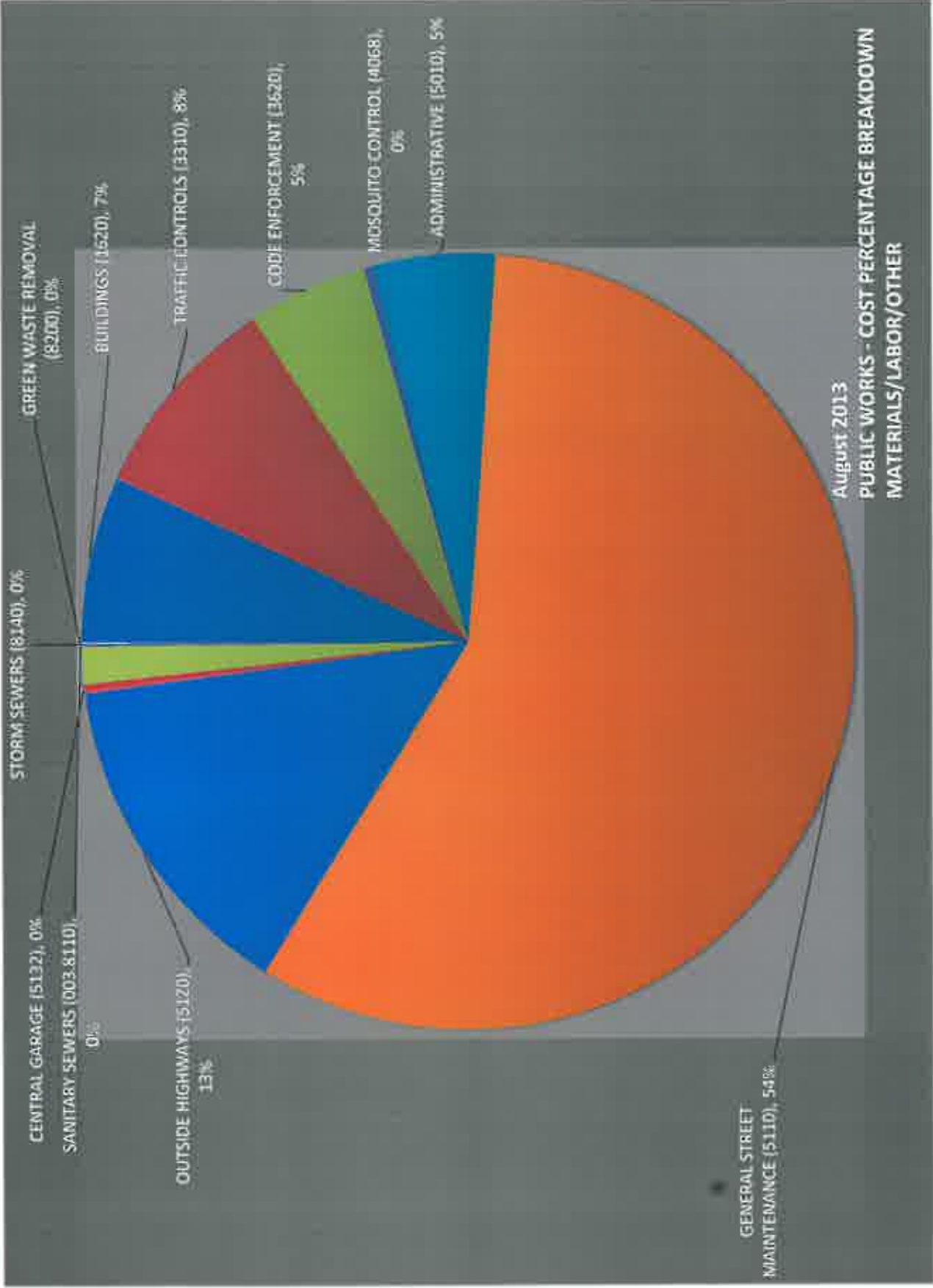
- *Table 1 – August regular time labor and materials breakdown*
- *Table 2 – August overtime labor breakdown*
- *Chart 1 – August cost percentage breakdown*
- *Chart 2 – DPW expense vs budget to-date*
- *Chart 3 – Sewer Fund Budget v Expense To-date*
- *Description of Buildings/DPW/Traffic/Central Garage August Tasks*

TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN

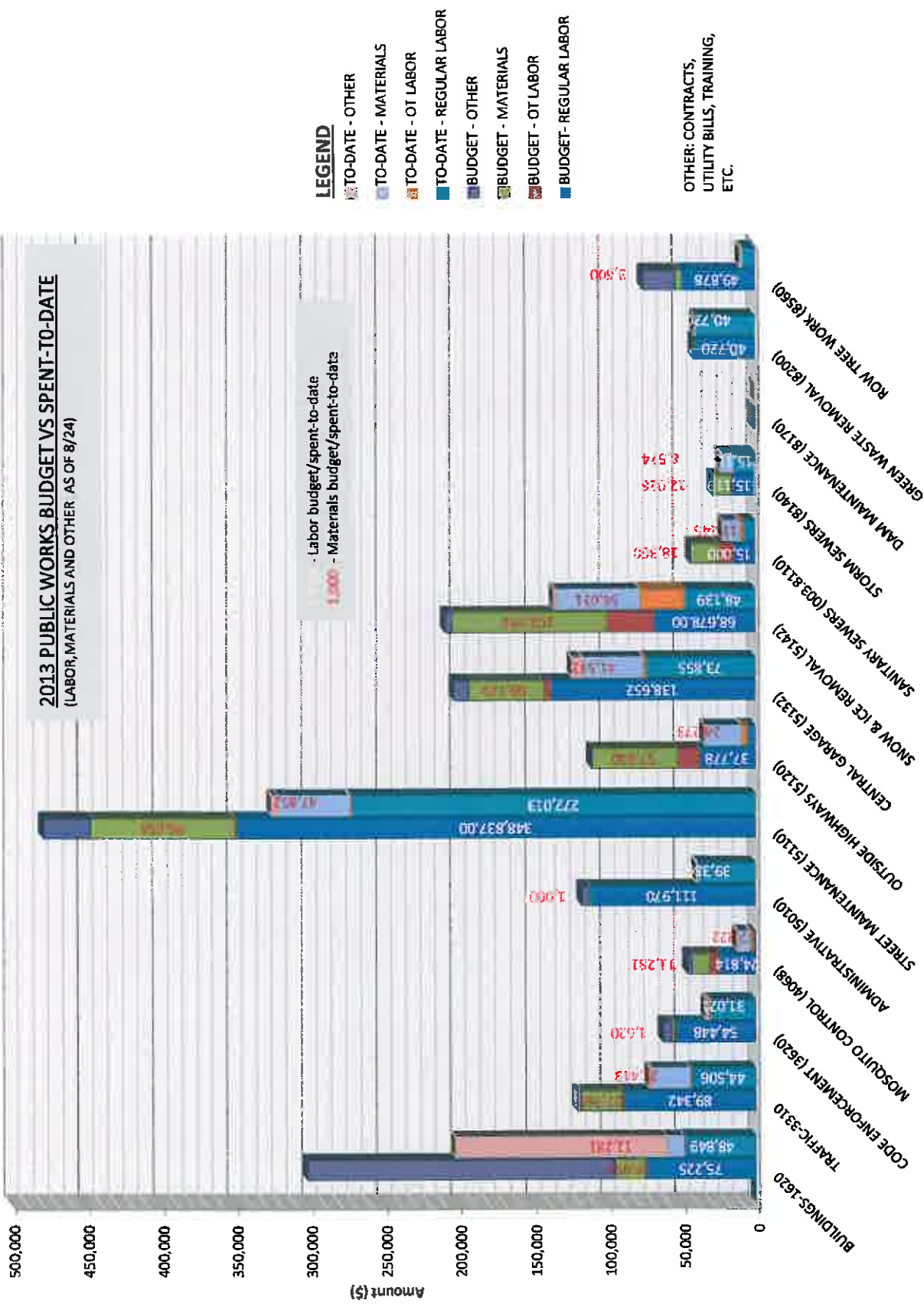
PUBLIC WORKS TASKS THIS PERIOD	REGULAR TIME THIS PERIOD (7/28-8/24)	LABOR SPENT THIS PERIOD (7/28-8/24)	MATERIALS SPENT THIS PERIOD (7/28-8/24)	TOTAL LABOR AND MATERIALS THIS PERIOD	2013 BUDGET (TOTAL LABOR AND MATERIALS)	SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS (1620)	360	\$5,819	\$0	\$5,819	\$314,897	\$201,960	\$112,937	64%
TRAFFIC CONTROLS (3310)	160	\$7,120	\$213	\$7,333	\$119,167	\$70,772	\$48,395	59%
CODE ENFORCEMENT (3620)	160	\$4,219	\$0	\$4,219	\$61,840	\$32,978	\$28,862	53%
MOSQUITO CONTROL (4068)	40	\$0	\$348	\$348	\$39,338	\$10,348	\$28,990	26%
ADMINISTRATIVE (5010)	300	\$4,263	\$0	\$4,263	\$117,762	\$40,386	\$77,376	34%
GENERAL STREET MAINTENANCE (5110)	1589	\$37,376	\$11,106	\$48,481	\$471,118	\$324,189	\$146,929	69%
OUTSIDE HIGHWAYS (5120)	271	\$5,202	\$0	\$5,202	\$95,741	\$30,095	\$65,646	31%
CENTRAL GARAGE (5132)	480	\$10,723	\$1,060	\$11,784	\$198,425	\$122,319	\$76,107	62%
SNOW & ICE REMOVAL (5142)	0	\$0	\$303	\$303	\$176,140	\$106,169	\$69,971	60%
SANITARY SEWERS (003.8110)	24	\$908	\$408	\$1,316	\$26,500	\$19,433	\$7,067	73%
STORM SEWERS (8140)	0	\$0	\$115	\$115	\$27,145	\$23,693	\$3,452	87%
DAM MAINTENANCE (8170)	0	\$0	\$0	\$0	\$1,313	\$0	\$1,313	0%
GREEN WASTE REMOVAL (8200)	110	\$2,069	\$0	\$2,069	\$40,720	\$40,720	\$0	100%
ROW TREE WORK (8560)	0	\$0	\$180	\$180	\$48,399	\$10,124	\$38,275	21%
		\$77,700	\$13,733	\$89,230	\$1,738,506	\$1,033,187	\$705,319	

TABLE 2 - OVERTIME LABOR BREAKDOWN

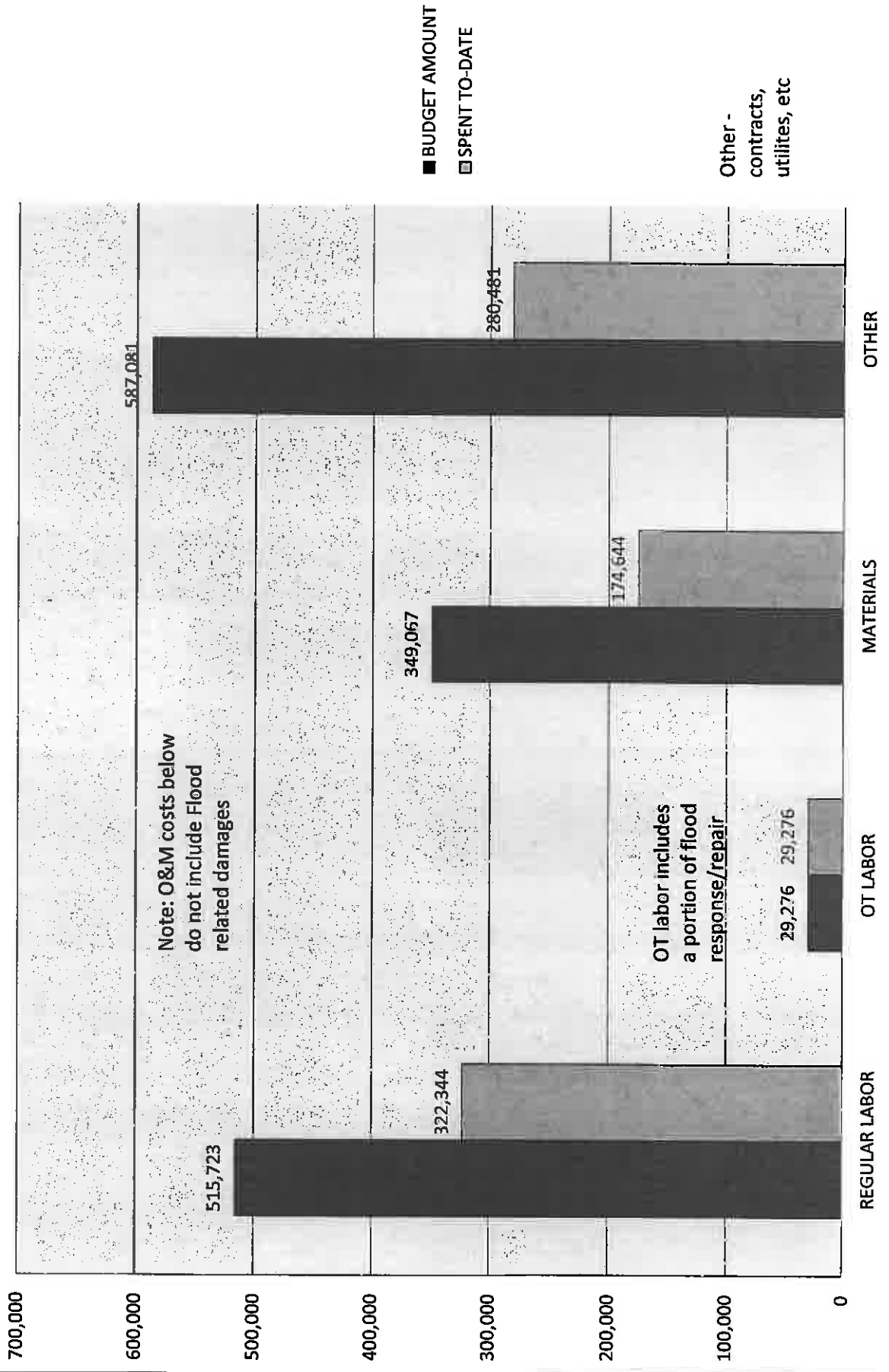
PUBLIC WORKS TASKS THIS PERIOD	OVERTIME TIME (HOURS)	LABOR SPENT (THIS PERIOD)	2013 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS (1620)	0	\$0	\$463	\$341	\$122	74%
TRAFFIC CONTROLS (3310)	3	\$108	\$1,684	\$444	\$1,240	26%
CODE ENFORCEMENT (3620)	0.5	\$20	\$1,252	\$1,252	\$0	100%
MOSQUITO CONTROL (4068)	73.5	\$2,312	\$7,017	\$2,579	\$4,438	37%
GENERAL STREET MAINTENANCE (5110)	29	\$912	\$1,436	\$1,436	\$0	100%
OUTSIDE HIGHWAYS (5120)	52	\$1,669	\$15,213	\$4,411	\$10,802	29%
CENTRAL GARAGE (5132)	3	\$84	\$4,444	\$1,960	\$2,484	44%
SNOW & ICE REMOVAL (5142)	0	\$0	\$32,196	\$30,085	\$2,111	93%
SANITARY SEWERS (003.8110)	15	\$534	\$10,000	\$2,843	\$7,157	28%
STORM SEWERS (8140)	0	\$0	\$1,308	\$0	\$1,308	0%
	176	\$5,639	\$75,013	\$45,351	\$29,662	



2013 PUBLIC WORKS BUDGET VS SPENT-TO-DATE
(LABOR, MATERIALS AND OTHER AS OF 8/24)



City of Oneida WWTP Budget vs Expenses As of 9/12/13



DPW/Buildings/Codes Task Descriptions

1. Buildings

Regular Hours:

- General cleaning and maintenance of City Hall and Justice Center

2. Traffic Controls

Regular Hours:

- Repaired and/or installation of signs for all City wards (multiple locations)
- Dig safely requests
- Completion of city-wide parking space striping

Overtime

- 8/3: stop down – James Street

3. Code Enforcement

Please note – codes enforcement relates to new construction, renovations, signage and zoning.

- Issuance of 16 construction permits related to;
 - Pools
 - Additions
 - Interior renovations
 - Decks
- Issuance of a temporary certificate of occupancy and zoning approvals
- Coordination with Planning Department on zoning review issues
- Signage review

4. Administration

- General DPW management and accounting
- Flood damage coordination with outside agencies
- FEMA/ NYS OEM coordination
- Paving program Contractor coordination
- 2014 DPW and Sewer fund budget preparation

5. General Street Maintenance

Regular Hours:

- 2013 street paving program
- Stone hauling for paving mix - approximately 4220 tons
- Utility structure grade adjustments to accommodating paving
- Stone and RAP hauling for paving operations

6. Mosquito Control

Adulticide mosquito control spraying began June 26 (city parks and ROWs). Mosquito light trap counts exceeded the 200 threshold triggering spraying work. Spraying concluded at the end of this month due to low counts

7. Central Garage

Regular Hours:

- General City-wide vehicle/equipment maintenance and repair (Includes plow and sander repairs, new tire installations, garage heater replacement)
- Flood damage repairs at central garage (interior walls, electrical, etc..).

8. Sanitary Sewers

Regular Hours:

- Preventative maintenance sanitary cleaning at known problem areas to eliminate potential blockages.
- Adjustment of frame and grate to grade

Overtime Hours:

- 7/29 Lenox – Sewer call
- 8/8 Willow/Grand – Sewer call
- 8/11 Rt 5

9. Storm Sewers

- City-wide catch basin repairs
- Adjustment of structure frame and grates to grade

10. Green Waste Removal

- Bi-weekly green waste pick-up
- Dial-a-chipper appointments
- Dial-a-truck drop-off /pick-up

11. Flood Event Support and Clean-up

- OT ROW debris clean-up