

MONTHLY REPORT

CITY

CHAMBERLAIN

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

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

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	9,336.53
COUNTY PORTION	8,080.62
INTEREST AND PENALTIES	1,562.61
NOTICE MAILING FEES	22.00
DELINQUENT SCHOOL TAX COLLECTED	12,499.08
FEES ON SCHOOL TAXES	624.93
5% COLLECTOR'S FEE	624.93
PILOT TOWERS I AND II	40,612.65
WATER AND SEWER RENTS COLLECTED	357,288.77
WATER SERVICE CHARGES	12,605.89
TAX SALE CERTIFICATES	13,460.60
FEES ON TAX SALE CERTIFICATES	2,429.17
FILING FEES	128.00
ADVERTISING	80.00
CERTIFIED MAIL FEE	22.40
TAX SEARCHES	1,430.00
FINES AND PENALTIES (PARKING TICKETS)	910.00
TOTAL SEPTAGE	125.00
COURT REPORT	6,304.17
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	6,011.27
POLICE REPORT	86.25

RECREATION DEPARTMENT		
ARMORY REVENUE	560.00	
TENNIS TOURNAMENT	88.00	
SWIM/REC.INST/SUITS	2,470.00	
FIELD/PARK POOL RENTAL	175.00	
CHAPMAN POOL	715.00	

4,008.00

UTILITY TAXES	2,565.52
FIRE INSPECTION FEES	1,155.00
BANKRUPTCY	1,130.96
RETURN CHECK FEE	20.00
HEALTH INSURANCE	4,704.84
SALE OF SCRAP	750.00
WATER MISCELLANEOUS	135.00
FIRE RESCUE FEE	439.00
BID DEPOSIT NORTHERN SPRAY	2,000.00
SALE OF PROPERTY MONAHAN PLACE	2,000.00

14,900.32

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	388.88
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TOTAL REVENUES COLLECTED AND
DEPOSITED BY CITY CHAMBERLAIN

\$493,562.91

REDEPOSITED ITEMS	207.00
CD REHAB PAYMENTS	191.47
REVOLVING LOAN PAYMENTS	3,873.78
TOTAL FUNDS DEPOSITED	497,835.16
CITY/COUNTY TAXES COLLECTED	17,439.15
PERCENT COLLECTED AS OF JULY 31, 2013	95.08%
2012-2013 ONEIDA CITY SCHOOL TAX	\$ 12,499.08
PERCENT COLLECTED AS OF JULY 31, 2013	46.98%



MONTHLY REPORT

CITY CLERK

CITY OF ONEIDA
OFFICE OF THE CITY CLERK

REPORT FOR THE MONTH OF JULY 2013

COUNTER SERVICE:

Total Income from Counter Service: \$ 10,657.75
 City's Share of Total Income: \$ 9,977.15

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
DOGS		
LATE FEE	\$ -	\$ -
1 TAG	\$ 5.00	\$ 5.00
4 IMPOUNDMENT	\$ 100.00	\$ 100.00
S/N NYS SURCHARGE \$ 1.00	\$ 74.00	\$ -
74 LICENSES S/N	\$ 814.00	\$ 814.00
7 LICENSES UN S/N	\$ 175.00	\$ 175.00
LICENSES NO FEE	\$ -	\$ -
US/UN NYS SURCHARGE \$ 3.00	\$ 21.00	\$ -
DOG ADJUSTMENT	\$ -	\$ -
	<u>\$ 1,189.00</u>	<u>\$ 1,094.00</u>
BINGO		
GAMES RECEIPTS	<u>\$ -</u>	<u>\$ -</u>
GAMES OF CHANCE/BELL JAR		
RECEIPTS GAMES	<u>\$ -</u>	<u>\$ -</u>
MARRIAGES		
12 LICENSES	\$ 480.00	\$ 210.00
	<u>\$ 480.00</u>	<u>\$ 210.00</u>
OTHER ITEMS		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 93.75	\$ 93.75
234 MISC CERTIFICATES	\$ 2,340.00	\$ 2,340.00
13 CERT OF OCCUPANCY	\$ 300.00	\$ 300.00
13 BUILDING PERMITS	\$ 4,461.00	\$ 4,461.00
BUILDING PERMIT FEES (LATE)	\$ 350.00	\$ 350.00
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)		
22 DEED REC. FEE	\$ 660.00	\$ 660.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
1 TAXI DRIVER	\$ 25.00	\$ 25.00
TAXI VEHICLES		\$ -
2 SIGN PERMIT	\$ 50.00	\$ 50.00
SITE PLAN		
1 CONDITIONAL USE PERMIT	\$ 100.00	\$ 100.00
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		
3 SEWER PERMIT	\$ 175.00	\$ 175.00
TENT PERMIT	\$ -	\$ -
1 WOOD STOVE PERMIT	\$ 60.00	\$ 60.00
1 SOLICITOR LICENSE	\$ 25.00	\$ 25.00
1 ADDITIONAL SALESPERSON	\$ 15.00	\$ 15.00
SPECIAL EVENTS		
ANIMAL CONTROL		\$ -
1 ALARM	\$ 10.00	\$ 10.00
GARBAGE		\$ -
JUNK	\$ -	\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION	\$ -	\$ -
USE VARIANCE		\$ -
AREA VARIANCE		\$ -
	<u>\$ 8,664.75</u>	<u>\$ 8,664.75</u>

MADISON COUNTY LANDFILL

24 CARDS	\$ 324.00	\$ 8.40
	<u>\$ 324.00</u>	<u>\$ 8.40</u>

GRAND TOTALS \$ 10,657.75 \$ 9,977.15

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 9,977.15
MADISON CO. TREAS.-LANDFILL	\$ 315.60
NYS DEPT. OF HEALTH	\$ 270.00
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 95.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 10,657.75</u>

21 DEATHS RECORDED
50 BIRTHS RECORDED
17 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

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	69	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					
Criminal Offenses	142	122	128	148	179	196	216					
Clearances	111	100	100	117	128	143	169					
Arrests	96	63	74	67	97	84	111					
Parking Tickets	65	72	97	76	49	58	35					
Traffic Tickets	158	133	150	139	166	99	167					

	July			Year to date			Change from last year
	2011	2012	2013	2011	2012	2013	
Calls For Service	778	908	804	4271	4976	4559	minus 417
Criminal Offenses	223	200	216	1176	1197	1131	minus 66
Cleared Cases	163	136	169	885	876	858	minus 18
Arrests	76	107	111	550	614	592	minus 22
Parking Tickets	57	70	35	505	532	452	minus 80
Traffic Tickets	158	158	167	1256	1052	1012	minus 40
DWI's	4	1	5	34	19	24	PLUS 5
Felony Charges	7	11	14	82	66	105	PLUS 39
Misdemeanor Charges	77	81	94	560	513	521	PLUS 8
Violation Charges	19	25	44	132	149	152	PLUS 3

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.			
Sep.			
Oct			
Nov			
Dec.			
Total	4032.96	\$8687.05	\$12,720.01
to date.			

wc= final workmen comp check from Sgt. Loomis out on injury in 2012.

dwi= STOP DWI Funds

Year to date Overtime	\$ 75,847.38
Reimbursements	\$ 12,720.01

Costs after reimbursement: \$63,127.41

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	
Sept.	
Oct.	
Nov.	
Dec.	

Year to date: \$7841.18

Overtime 2013

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,122.60	144.37	148.00	\$7,761.78
Feb	\$2,289.64	114.73	192.5	\$0.00
Mar	\$4,019.74	100.5	233.5	\$325.27
Apr	\$4,269.43	168.37	174.5	\$562.68
May	\$6,370.47	176.99	297.25	\$2,340.08
Jun	\$24,433.08	390.75	226	\$778.38
Jul	\$31,342.46	478.49	464	\$951.82
Aug				
Sep				
Oct				
Nov				
Dec				
Total	\$76,847.38	1,574.20	1,736.75	\$12,720.01

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	

\$63,127.41 Year costs after reimbursements

Jul		
REASON	PAY	COMP
Admin./ Misc.		12.37
Complete Investigation	\$1,284.86	26.25
Court	\$295.05	9.00
Cover Back Time	\$7,890.76	110.97
Cover Sick Time	\$647.06	
Cover School		
Cover Vacation	\$439.65	1.12
On Call Investigations	\$79.47	13.50
School	\$77.51	
Special Events	\$19,631.39	268.50
Special Investigations	\$1,191.11	34.50
Total	\$31,536.89	478.49

2013 Overtime
 Year to date
 Contractual \$27,639.54
 other \$50,563.38
 Reimbursed 12,720.01
 Total non
 Contractual
 not reimbursed \$37,843.37
 Flood OT \$28,671.13
 minus flood \$9,172.24

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
Jan	\$5,132.46	129.37	154.50	\$0.00
Feb	\$4,058.00	118.12	114	\$0.00
Mar	\$5,541.20	135.75	171.75	\$0.00
Apr	\$8,281.57	171	305.25	\$886.82
May	\$9,407.87	184.5	326.25	\$15,224.68
Jun	\$16,542.60	111.75	354.75	\$860.72
Jul	\$9,736.50	111	265.5	\$1,093.27
Aug	\$10,082.43	117	471.25	\$972.43
Sep	\$11,498.77	137.62	285	\$3,764.70
Oct	\$11,213.16	197.62	349	\$178.40
Nov	\$3,088.87	96.75	509	\$0.00
Dec	\$6,186.44	155.92	543	\$0.00
Total	\$112,288.75	1,388.75	2,288.75	\$22,981.02

Costs after reimbursements	
\$5,132.46	* comp reimbursement not included
\$4,058.00	
\$5,541.20	
\$5,394.75	
(\$5,816.81)	
\$15,681.88	
\$8,643.23	
\$9,110.00	
\$7,734.07	
\$11,034.76	
\$3,088.77	
\$6,186.44	
\$75,788.75	Year costs after reimbursements

Commendation

Sgt. John Little is commended for his investigation and arrest of a suspect that possessed property stolen in a burglary valued over \$1,000 and a separate larceny of property valued over \$1,000. The suspects lengthy history of criminal activity along with being on parole and currently out on a pending stolen property charge makes the arrest that much more significant. The suspect has a history of repeatedly committing crimes until caught. The quick arrest has most likely preventative numerous crimes and citizens from becoming victimized.

Sgt. Little worked diligently on the case using sound tactics to establish evidence against the suspect and to recover stolen property as the suspect attempted to sell the property. Sgt. Little went above and beyond, working with other agencies to investigate the suspects selling of stolen property. He quickly identified this person as a suspect in the theft of a 4 wheel ATV and was able to arrange for the suspect to meet to sell the stolen ATV which led to this persons arrest on 7/25/2013.

Chief David R Meeker Sr.



CC: Commissioner Doug Lippert
Monthly report to Mayor and Council

City of Oneida - Department of Public Works June and July 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

A report for June was not previously prepared due to the 6/28 flooding event. This report covers Public Works activities for June and July. The main tasks performed for this period are as follows;

- *Flood evacuation support*
- *Flood dewatering operations*
- *Flood debris removal and roadway cleaning*
- *Mott Street sewer replacement (prior to flood event)*
- *City-wide green waste removal (prior to flood event)*

DPW work within the flood area began on 6/28 with full crew support until 7/30. Prior to the event DPW completed the Mott Street sanitary sewer installation 6/5 – 6/27.

For this period, DPW has allocated 1076 regular time labor hours and 595 overtime labor hours to flood recovery efforts.

Attached for review are the following;

- *Table 1 – June/July regular time labor and materials breakdown*
- *Table 2 – June/July overtime labor breakdown*
- *Chart 3 – Sewer Fund Budget v Expense To-date*
- *Description of Buildings/DPW/Traffic/Central Garage June/July Tasks*

TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN

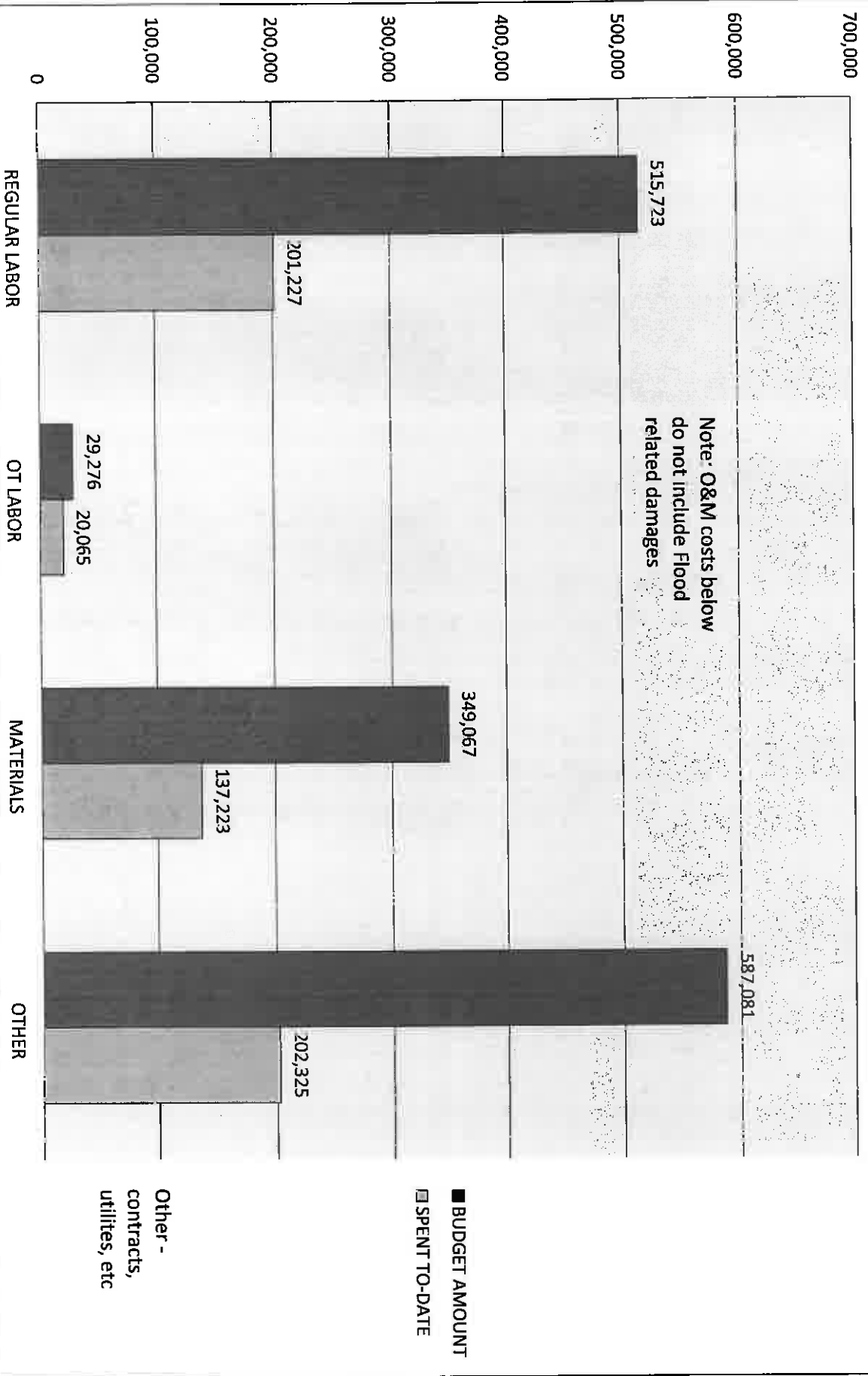
PUBLIC WORKS TASKS THIS PERIOD	REGULAR TIME THIS PERIOD (6/2-7/27)	LABOR SPENT THIS PERIOD (6/2-7/27)	MATERIALS SPENT THIS PERIOD (6/1-7/31)	TOTAL LABOR AND MATERIALS THIS PERIOD	2013 BUDGET (TOTAL LABOR AND MATERIALS)	SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS (1620)	720	\$17,299	\$358	\$17,657	\$314,897	\$184,675	\$130,222	59%
TRAFFIC CONTROLS (3310)	537	\$21,876	\$526	\$22,402	\$119,167	\$69,729	\$49,438	59%
CODE ENFORCEMENT (3620)	320	\$8,278	\$0	\$8,278	\$61,840	\$32,971	\$28,869	53%
MOSQUITO CONTROL (4068)	0	\$0	\$303	\$303	\$39,338	\$6,715	\$32,623	17%
ADMINISTRATIVE (5010)	600	\$8,457	\$273	\$8,730	\$117,762	\$34,974	\$82,788	30%
GENERAL STREET MAINTENANCE (5110)	2252.5	\$62,126	\$26,432	\$88,558	\$471,117	\$325,201	\$145,916	69%
FLOODING EVENT (5110)	1076	\$31,546	na	\$31,546	NA	\$31,546	NA	NA
OUTSIDE HIGHWAYS (5120)	0	\$0	\$2,088	\$2,088	\$95,741	\$23,933	\$71,808	25%
CENTRAL GARAGE (5132)	744	\$32,390	\$8,403	\$40,793	\$198,426	\$113,622	\$84,804	57%
SNOW & ICE REMOVAL (5142)	0	\$0	\$0	\$0	\$176,140	\$101,357	\$74,783	58%
SANITARY SEWERS (003.8110)	128	\$174	\$408	\$582	\$26,500	\$19,284	\$7,216	73%
SANITARY SEWERS (8140)	16	\$324	\$427	\$751	\$27,145	\$24,947	\$2,198	92%
DAM MAINTENANCE (8170)	0	\$0	\$0	\$0	\$1,313	\$0	\$1,313	0%
GREEN WASTE REMOVAL (8200)	501	\$18,079	\$0	\$18,079	\$40,720	\$42,970	-\$2,250	106%
ROW TREE WORK (8560)	0	\$0	\$180	\$180	\$48,399	\$755	\$47,644	2%
		\$183,250	\$39,398	\$239,948	\$1,738,505	\$1,012,679	\$757,372	

TABLE 2 - OVERTIME LABOR BREAKDOWN (APPROXIMATE - 7/14-7/27 BREAKDOWN FORTHCOMING)

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)	0.5	\$16	\$1,684	\$444	\$1,240	26%
CODE ENFORCEMENT (3620)	0	\$0	\$1,252	\$1,252	\$0	100%
MOSQUITO CONTROL (4068)	58.5	\$1,857	\$7,017	\$1,290	\$5,727	18%
GENERAL STREET MAINTENANCE (5110)	0	\$0	\$1,437	\$1,437	\$0	100%
OUTSIDE HIGHWAYS (5120)	6	\$952	\$15,213	\$2,993	\$12,220	20%
CENTRAL GARAGE (5132)	3.5	\$116	\$4,444	\$1,940	\$2,504	44%
SNOW & ICE REMOVAL (5142)	0	\$0	\$32,196	\$32,012	\$184	99%
SANITARY SEWERS (003.8110)	643.5	\$1,978	\$10,000	\$2,843	\$7,157	28%
STORM SEWERS (8140)	0	\$0	\$1,308	\$0	\$1,308	0%
FLOOD EVENT	595.25	\$19,358.00	NA	\$19,358	NA	NA
	712	\$24,277	\$75,014	\$44,552	\$30,462	

City of Oneida WWTP Budget vs Expenses

As of 7/31/13



DPW/Buildings/Codes Task Descriptions

1. Buildings

Regular Hours:

- General cleaning and maintenance of City Hall and Justice Center
- Plumbing repairs at the Justice Center – Cell

2. Traffic Controls

Regular Hours:

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

Overtime

- Parking lot striping

3. Code Enforcement

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

- Issuance of 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

- Residential flood damage review and inspection

4. Administration

- General DPW management and accounting
- Flood damage coordination with outside agencies
- Flood labor and materials tracking

5. General Street Maintenance

Regular Hours:

- Performed asphalt roadway street patching city-wide at pot hole locations
- Mott Street sanitary sewer replacement work
- Roadway shoulder mowing

6. Mosquito Control

Adulticide mosquito control spraying began June 26.

Mosquito light trap counts exceeded the 200 threshold triggering spraying work.

Counts are as follows;

6/25: Plaza 554, School 337, Grand St 207

6/26: School 587, Elm St 288, Sort Bldg 405

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.
- Assessment for damaged equipment and tools

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:

- 6/14 Seneca Street – Sewer call
- 6/14 Mott St dewatering pumping repair support – wellhead vandalism

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

- Dewatering operations – inundated areas to Oneida Creek
- Debris removal operations
- Evacuation support
- Bennett Street – sanitary sewer repair

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

July 2013

REVENUE

In the month of July the Recreation Department generated a total of \$4,008.00 in revenue.

USAGE/COMPARISON

Our July 2013 Gym rental revenue is down 9% from June 2012. In July of 2012 we generated \$375.00 in gym rental revenue as compared to \$340.00 in 2013. Our July room rentals were \$20.00 as compared to \$45.00 in 2012. As of August 1, 2013 our yearly gym rental revenue is \$15,902.00 compared to 13,184.50 in 2012, a 20% increase, our room rentals revenue is \$1,510.00 compared to \$622.00 in 2012.

MAINTENANCE

The maintenance crew continues to do a great job keeping up with all of the mowing. We have had our share of obstacles hindering our efforts to stay on top of the mowing. The flood took priority over mowing for a week and after that equipment issues have been a problem. The gang mower, the mower we use to mow all of our large ball fields because it has 3, 60" decks has been broken for over 6 weeks. We have had trouble finding parts to fix it, we did eventually find parts and the mower should be back up and running by mid - August. Our oldest 60" Ferris finish mower broke down in mid - July leaving the crew with only one working mower. We were able to borrow the mower from the waste water treatment plant to keep up with the mowing. The Ferris was eventually fixed and we were able to return waste water treatment plants mower back to them. In a normal summer having our mowers break down may not have been such an issue but the grass didn't really slow down this year.

We have continued to work on replacing the wood on all of the picnic tables, we are about 90% finished. By the end of the summer all of our picnic tables will either have new wood or will have all the boards flipped over so the tops of all the tables look new. We are also working to update the bleachers at Vets field in time for the start of Pop Warner games.

FLOODING

After the initial cleanup and assessment of the flood we have been working away to get back to normal. Before I could have I Carinci Park professionally cleaned by Service Master, I closed the park to the public. There was so much residue left from the flood waters that the park was not safe for people to play in. Service Master cleaned the bathrooms, pavilion and playground equipment. I spoke to the Madison Co. Health Dept. on the status of the wood chips at the playground and we both agreed that they need to be replaced. The wood chips should be replaced by mid-September in time for the flood victim picnic.

POOL

July was a busy month at the pool. Swim lessons were in full swing and the weather was hot and humid making for many busy afternoons during open swim. We did not have any major problems at the pool. The staff has done a great job thus far and the pool has been running great.

PARKS

The parks staff started on July first and had a slow first week. Most of the supplies that were going to the parks were damaged by the flood, once we got the supplies to the parks, the staff did a great job keeping the parks looking great.

UPDATES

The summer concert series at Higginbotham Park kicked off on July 11th. So far the concerts have been going well, we moved 1 indoors because of bad weather on re-scheduled another because of bad weather and the Kallet was unavailable. We didn't get any vendors to sign up to sell good at the concerts, but the Boy Scouts have been running a concession stand and have been doing very well.

The Rail Trail Project continues to move along. The Rail Trail Committee has been working hard on putting together the application of the TEP funding. We hope to submit the application on August 16th and will anxiously await a decision.

Respectfully submitted,

Lucas Griff
Director

RECREATION MAINTENANCE MONTHLY REPORT
MONTH JULY 2013

<u>MILEAGE</u>	<u>START</u>	<u>END</u>	<u>TOTAL</u>	<u>LAST READ DATE</u>
GMC DUMP	91,289.3	91,289.3		
2008 DUMP	25,988	26,069		10/19/12
2009 4 WD	23,850	24,388.5		10/19/12

WORK PERFORMED

TGTAL HOURS

- Field Preparation		53.5
- Check Tennis/Basketball Courts		2
- Pool Maintenance		3
- Park Inspection		2
- Park Landscaping		9.5
- General Cleanup/Litter Pickup		19
	FEMA	78.25
- Carpentry Work/Painting		9
- Facility Winterizing		0
- Snow Removal		0
- Buildings & Grounds: general maintenance/cleaning		239
- Equipment & Vehicles: general maintenance/cleaning		47
- Miscellaneous:		10.5
	FEMA	99
	SUBTOTAL	394.5
	FEMA	<u>177.25</u>
	TOTAL	571.75

COMPTROLLER MONTHLY REPORTS

JULY/AUGUST 2013

-
1. NEW YORK STATE SALES TAX THROUGH August 14, 2013
 2. ACTIVITIES REPORT FOR June/July;
 3. NYCOM News

2013 SALES TAX

MONTH	BUDGET 2012	ACTUAL 2012		BUDGET 2013	ACTUAL 2013	PERIOD VARIANCE	Y-T-D VARIANCE
FEBRUARY	\$ 296,787	\$ 290,317	32.64%	\$ 309,412	\$ 298,111	\$ (11,300)	\$ (11,300)
	58,762	54,604	6.14%	58,195	59,132	936	(10,364)
MARCH	251,545	249,891	28.09%	266,327	260,399	(5,927)	(16,291)
	34,688	48,694	5.47%	51,897	50,342	(1,555)	(17,846)
APRIL	192,985	163,139	18.34%	173,869	167,104	(6,765)	(24,611)
	142,461	82,879	9.32%	88,330	233,613	145,283	120,671
1ST QTR	\$ 977,227	\$ 889,524	100.00%	\$ 948,029	\$ 1,068,701	\$ 120,671	\$ 40,258
MAY	\$ 284,054	\$ 278,088	26.60%	\$ 296,378	\$ 279,429	(16,949)	103,722
	52,759	53,385	5.11%	56,896	50,904	(5,992)	97,730
JUNE	276,910	279,048	26.69%	297,401	278,034	(19,367)	78,363
	47,761	49,487	4.73%	52,742	58,572	5,831	84,194
	85,676	88,000	8.42%	93,788	89,000	(4,788)	79,406
JULY	163,803	158,845	15.19%	169,292	170,974	1,681	81,087
	133,214	138,662	13.26%	147,782	191,872	44,090	125,177
2ND QTR	\$ 1,044,177	\$ 1,045,515	100.00%	\$ 1,114,280	\$ 1,118,785	\$ 4,505	\$ 649,678
AUGUST	\$ 284,219	\$ 276,658	26.97%	\$ 294,854	\$ 283,572	(11,282)	113,894
	47,139	51,541	5.02%	54,931	61,488	6,557	120,451
SEPTEMBER	278,528	278,981	27.20%	297,330		(297,330)	(176,879)
	45,069	46,855	4.57%	49,937		(49,937)	(226,816)
OCTOBER	229,961	231,948	22.61%	247,204		(247,204)	(474,019)
	307,229	139,792	13.63%	148,987		(148,987)	(623,006)
3RD QTR	\$ 1,192,144	\$ 1,025,775	100.00%	\$ 1,093,242	\$ 345,060		
NOVEMBER	\$ 267,568	\$ 267,691	26.07%	\$ 285,297		(285,297)	(908,303)
	42,482	43,668	4.25%	46,541		(46,541)	(954,844)
DECEMBER	265,419	260,613	25.38%	277,753		(277,753)	(1,232,597)
	42,847	48,969	4.77%	52,190		(52,190)	(1,284,787)
	61,057	63,000	6.13%	67,144		(67,144)	(1,351,931)
JANUARY	167,766	173,896	16.93%	185,333		(185,333)	(1,537,264)
	172,313	169,070	16.46%	180,190		(180,190)	(1,717,454)
4TH QTR	\$ 1,019,452	\$ 1,026,907	100.00%	\$ 1,094,449	\$ -		\$-
TOTALS	\$ 4,233,000	\$ 3,987,722		\$ 4,250,000	\$ 2,532,546		

**CITY OF ONEIDA
OFFICE OF THE COMPTROLLER**

LINDA M. LOVINS, CMFO
City Comptroller

NATALIE L. MOORE
Deputy City Comptroller



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

JULY/AUGUST MONTHLY REPORT

MANY CONFERENCES WITH BAILEY HASKELL REGARDING INSURANCE CLAIMS;
MEETINGS REGARDING SAME

TAX CAP INFORMATION BEGIN PROCESS FOR FORMS SUBMITTAL IN SEPTEMBER;

FINALIZE AUDIT FOR 2012.

REVISIT RETIREMENT PAYMENT STRUCTURE;

MEETINGS WITH FEMA AND OEM FOR EXPENDITURE SIDE OF REIMBURSEMENT

RESEARCH GML FINANCE LAW

BEGIN BUDGET WORK;

UPDATE COLLATERALIZATION OF ACCOUNTS

REVIEW DEBT SERVICE FOR UPCOMING BAN PAYMENTS

START BUDGET WORK FOR ANTICIPATING REVENUES

USUAL MONTHEND PROCEDURES

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

JULY 2013

Oneida Fire Department
Monthly Call Totals

July-13

TYPE OF CALLS REPORT

NUMBER OF
CALLS

FOR THE MONTH OF

Fire	7
Rescue	150
Non-Fire	34
Total	191

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

	July	YTD
Short Shifts	\$9,461.90	\$40,091.19
Illness	\$1,345.48	\$12,698.66
Military	\$286.44	\$6,121.97
Bereavement		\$2,372.85
Training	\$75.88	\$6,498.68
Repairs		\$1,167.06
Fire Prevention	\$95.31	\$1,762.72
Total:	\$11,265.01	\$70,713.13

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD \$114,054.11

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

	2011	2012	2013
Calls:	1078	1155	1251
Fire:	35	34	33
Rescue:	826	902	987
Non-Fire:	217	219	231
Multiple Alarms:	165	217	215

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 JULY 2013

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	15.5
ASST. FIRE MARSHAL FIELDS	2.5
INSPECTOR BALL	0
INSPECTOR CAVANAGH	8
INSPECTOR HOFFMAN	0
INSPECTOR RELYEA	1.5
INSPECTOR WALKER	1.5
FIREFIGHTERS	13.5
TOTAL OFFICE HOURS	42.5

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	0
BUSINESS REINSPECTION	5
BUSINESS C OF C	0
PUBLIC ASSEMBLY INSPECTION	0
PUBLIC ASSEMBLY REINSPECTION	0
PUBLIC ASSEMBLY C OF C	0
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	0
ORDER TO VACATE	0
VACANT PLACARDS	1
COMPLAINTS	0
NO SHOW	0

OFFICE BREAKDOWN CONT.	TOTAL HOURS
MEETINGS / CODES SCHOOL	3 ½ HOURS
PLAN REVIEW	1 HOURS
MISCELLEANOUS	12 HOURS
FIRE INVESTIGATION	2 HOURS
FIRE PREVENTION	0 HOURS

FIRE MARSHAL'S ACTIVITIES

The Fire Marshal's Office was extremely busy due to historic flooding in the "Flats" area. The office was tasked with the following;

- **Identifying all commercial and residential structures involved**
- **Identifying property owner, address, and contact info**
- **Developing emergency checklist's for utilities**
- **Developing emergency checklist's for structural stability**
- **Developing checklist's for re-occupancy**
- **Coordinating with SEMO**
- **Coordinating with NYSDEC**
- **Coordinating with FEMA**
- **Coordinating with Red Cross**
- **Coordinating with local authorities**
- **Dewatering of approximately 200 structures**
- **Attended Town Hall Meetings**
- **Assisting in various tasks throughout the operation**
- **Operational Periods of 12-15 hours shifts per inspector for approximately 7 days**

Approximately 15 structures had orange fence installed due to deteriorating foundation issues.

The following 4 structures were condemned due to major foundation issues;

- | | |
|---------------------------|----------------------|
| 1. 329 Bennett St. | Alan Way |
| 2. 331 Bennett St. | Bonnie Relyea |
| 3. 209 Wilson St. | Sandra Meli |
| 4. 314 Pearl St. | Richard Winn |

I would like to commend my staff within the Fire Marshal's Office. Without their knowledge, skill, and willingness to do what ever was needed, the office could of easily become overwhelmed. Many of the tasks that were asked were developed right on the spot. Everyone worked seamlessly together and all tasks that were given were handled efficiently and professionally. Any and all of the credit within the Fire Marshal's office should be given to them.

2013 Inspections- Housing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	18	54	44	76	75	41	44						352
Reinsp *	30	17	23	35	36	24	22						187
Comp	4	2	2	9	8	3	4						32
3+ fam	2	7	2	11	7	2	3						34
No Shows	3	4	2	4	3	1	3						20

* # 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						33
Pub Assembly	2	3	4	5	1	1	1						17
Educational				1	0	1							2
Total:	9	9	11	14	5	1	2						51

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Gregg Myers, Chief



109 North Main Street
Oneida, New York 13421
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Fire Department Revenue- July, 2013

Alarm Permits:	\$10.00	Collected to 7/31/2013 *
Solid Fuel Burning Permits:	\$60.00	
Tent Inspections:	\$0.00	
Fire/Housing Inspections:	\$14070.00	billed as of 7/31/2013
Collected:	\$9590.00	as of 7/31/2013

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

July 2013

Monthly Report

Department of Planning and
Development

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

Planning Commission

July Agenda

Item #1 – Conditional Use Permit Request for installation of a solar collector system located at 1905 West Road, zoned R-1, by Deborah Cohen. The Planning Commission approved the request and issued a Conditional Use Permit.

Item #2 – Conditional Use Permit Request for installation of a roof-mounted solar collector system located at 2024 Genesee Street, zoned Commercial, by WalMart. The Planning Commission approved the request and issued a Conditional Use Permit.

Item #3 – Boundary Line Adjustment to add 50' x 207.91' to the rear of the parcel located at 1103 Crescent Avenue, zoned Agricultural, by James Zeller. Both lots in question are owned by Mr. Zeller. The Planning Commission deemed this to be a Boundary Line Adjustment, thereby not requiring Minor Subdivision Approval.

Item #4 – Sketch Plat Approval, Preliminary Plat Waiver and Final Plat Approval for a 3-lot Minor Subdivision located at 153 Cedar Street, zoned Commercial, by the City of Oneida. This subdivision will clean up one of the parcels associated with the City-owned Cedar Street property and make leasing the property more efficient. The tails being removed from the lot will be sold to adjoining property owners.

Item #5 – Boundary Line Adjustment to convey 0.48 acres to adjoining property owner (SBL# 46.-2-47.7) from a parcel located at 1476 Crescent Avenue (SBL# 46.-2-47.5), zoned Agricultural, by Caroline Henderson. The Planning Commission deemed this to be a Boundary Line Adjustment, thereby not requiring Minor Subdivision Approval.

Zoning Board of Appeals

July Agenda

No meeting in July.

Community Development

Housing Rehabilitation Grant # 20103204 – Four housing rehabilitation projects are under construction. Two units are in the inspection phase, and one lead water line replacement has been scheduled.

New application for 2013 - We are looking at incorporating a target area for lead water line replacement as an added activity in our 2013 scattered sites housing rehabilitation program grant application. We currently have approximately 30 units approved and on our waiting list. We will also look into targeting those homes affected by the flooding that still require additional

work and whose owners meet the program requirements. It is expected that the application timeline for the next round of state funding will be announced in August.

Revolving Loan Fund

Current balance as of July 31, 2013 - \$316,445.90. We have nine active loan accounts. No new applications were submitted in July.

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. We anticipate an award letter being received in early August.

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

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. When finished, it can be distributed as requested, or be used as an introduction to our City as a marketing tool.