CITY CLERK

SANDY LAPERA, CITY CLERK

SEPTEMBER 2025

Page

City Clerk Monthly Report September 01, 2025 - September 30, 2025

Genealogy 5 110.00 Miscellaneous 1 2.00 Notary 26 50.00 Notary 26 50.00 Notary 26 50.00 Acknowledgement of Paternity 8 0.00 Births 112 1,120.00 Gevernment Use Copies - Free 7 0.00 Marriage 18 180.00 Marriage 18 180.00 Sub-Total: \$157.50 Sub-Total: \$157.50 Sub-Total: \$157.50 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$90.00 Sub-Total: \$900.00 Male: Unneutered 10 250.00	Account#	Account Description	Fee Description	Qty	Local Share
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Genealogy 5 110.00 Miscellaneous 1 2.00 Notary 25 50.00 Notary 25 50.00 Notary 25 50.00 Acknowledgement of Paternity 3 0.00 Births 112 1,120.00 Births 112 1,120.00 Government Use Copies - Free 7 0.00 Marriage 18 180.00 Marriage License Marriage License 9 157.50 Sub-Total: \$157.50 Sub-Total: \$157.50 Sub-Total: \$157.50 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$100.00 Sub-Total: \$900.00 Male, Unneutered 20 220.00 Male, Unneutered 10 250.00 Male, Unne				Sub-Total:	\$25.00
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Vital Records			Genealogy	5	110.00
Vital Records			Miscellaneous	1	2,00
Births			Notary	25	50.00
Deaths Government Use Copies - Free 7 0.00 Marriage 18 180.00 Marriage License 18 180.00 Sub-Total: \$3,161.00 Sub-Total: \$157.50 Sub-Total: \$157.50 Sub-Total: \$100.00 Sub-Total: \$100.00		Vital Records	Acknowledgement of Paternity	8	0.00
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Marriage			Deaths	166	1,660.00
Marriage License Marriage Li			Government Use Copies - Free	7	0.00
Marriage License Marriage License Sub-Total: \$157.50			Marriage	18	180.00
Name				Sub-Total:	\$3,161.00
Deed Recording Fee DEED RECORDING FEE 31 900,000	00100171258	Marriage License	Marriage License	9	157.50
Sub-Total: \$100.00				Sub-Total:	\$157.50
Deed Recording Fee DEED RECORDING FEE 31 900.00	00100171261	ZBA	Area Variance	1	100.00
Sub-Total: \$900.00 Sub-Total: \$900.00 Sub-Total: \$340.00 Sub-Total: \$340.00 Sub-Total: \$340.00 Sub-Total: \$340.00 Sub-Total: \$340.00 Sub-Total: \$340.00 Female, Spayed 27 297.00 Female, Unspayed 4 100.00 Male, Neutered 20 220.00 Male, Unneutered 10 250.00 Male, Unneutered 11 40.00 Late Fee 4 40.00 Sub-Total: \$947.00 Sub-Total: \$947.00 Sub-Total: \$947.00 Sub-Total: \$10.00 Mobile Food Vendor-Daily Mobile Food Vendor-Daily 1 25.00 Sub-Total: \$175.00 Sub-Total: \$				Sub-Total:	\$100.00
Dog Licensing Female, Spayed 27 297.00	00100171265	Deed Recording Fee	DEED RECORDING FEE	31	900.00
Dog Licensing Female, Spayed 27 297.00				Sub-Total:	\$900.00
Dog Licensing Female, Spayed 27 297,00 Female, Unspayed 4 100,00 Male, Neutered 20 220,00 Male, Unneutered 10 250,00 Male, Unneutered 1 1 40,00 Late Fee Late Fee 4 40,00 Sub-Total: \$947,00 Output	00100182263	Fire Permits	Alarms	14	340.00
Female, Unspayed				Sub-Total:	\$340.00
Male, Neutered 20 220,000 Male, Unneutered 10 250,000 Late Fee Impoundment1 1 40,000 Late Fee Late Fee 4 40,000 Sub-Total: \$947,000 Output	00100202544	Dog Licensing	Female, Spayed	27	297.00
Male, Unneutered 10 250.000			Female, Unspayed	4	100.00
Dogs			Male, Neutored	20	220.00
Late Fee Late Fee 4 40.00 Sub-Total: \$947.00 20100202545 Annual License Fees Special Events License 5 100.00 Application-Renewal Fee Hens Permit 1 50.00 Mobile Food Vendor-Daily Mobile Food Vendor-Daily 1 25.00 Sub-Total: \$175.00 Sub-Total: \$175.00 Certificate of Occupancy 12 300.00 Late Fee 1 100.00 Signs 1 50.00 Truss ID Permit Truss ID Permit 1 50.00			Male, Unneutered	10	250.00
Sub-Total: \$947.00		Dogs	Impoundment1	1	40.00
Annual License Fees Special Events License 5 100,000 Application-Renewal Fee Hens Permit 1 50,000 Mobile Food Vendor-Daily Mobile Food Vendor-Daily 1 25,000 Sub-Total: \$175.00 Sub-Total: \$175.00 Sub-Total: \$175.00 Certificate of Occupancy 12 300,000 Late Fee 1 100,000 Signs 1 50,000 Truss ID Permit Truss ID Permit 1 50,000 Truss ID Permit 1 50,000 Truss ID Permit Truss ID Permit 1 50,0		Late Fee	Late Fee	4	40.00
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Mobile Food Vendor-Daily Mobile Food Vendor-Daily 1 25.00 Sub-Total: \$175.00	00100202545	Annual License Fees	Special Events License	5	100.00
Sub-Total: \$175.00		Application-Renewal Fee	Hens Permit	1	50.00
Building Building Permits 12 2,157,47 Certificate of Occupancy 12 300.00 Late Fee 1 100.00 Signs 1 50.00 Truss ID Permit Truss ID Permit 1 50.00 Truss ID Permit Truss ID Permit 1 50.00 Truss ID Perm		Mobile Food Vendor-Daily	Mobile Food Vendor-Daily	1	25.00
Certificate of Occupancy 12 300.00 Late Fee				Sub-Total:	\$175.00
Late Fee 1 100.00 Signs 1 50.00 Truss ID Permit 1 50.00	00100202555	Building	Building Permits	12	2,157,47
Signs 1 50.00 Truss ID Permit 1 50.00			Certificate of Occupancy	12	300.00
Truss ID Permit 1 50.00			Late Fee	1	100,00
			Signs	1	50.00
Sub-Total: \$2,657.47		Truss ID Permit	Truss ID Permit	1	50.00
				Sub-Total:	\$2,657.47

City Clerk Monthly Report September 01, 2025 - September 30, 2025

Account#	Account Descri	ption	Fee Description	Qty	Local Share
				Total Local Shares Remitted:	\$8,462.97
Amount paid to:	NYS Ag. & Markets for sp.	ay/neuter progra	m		89.00
Amount paid to:	State Health Dept.				202.50
Total State, Cour	ity & Local Revenues:	\$8,754.47		Total Non-Local Revenues:	\$291.50
To the Supervisor: I hereby certify during the period stable by law.	that the foregoing is a full and trated above, in connection with r	rue statement of al ny office, excepting	l fees and monies red g only such fees and	beived by me, Sandra LaPera, City Clerk monies, the application of which are oth	s, City of Oneida erwise provided fo

CITY ENGINEER

JEFF ROWE

SEPTEMBER 2025

City of Oneida Engineering | Public Works

September 2025 Monthly Report

Prepared By:

Jeffrey A. Rowe, P.E. City Engineer



CITY OF ONEIDA - ENGINEERING I PUBLIC WORKS

Monthly Report - September 2025

- A. Public Works Monthly Recap (Streets, Traffic, Mosquito, Garage, Sanitary Sewer Collection)

 Public Works staff performed the General Maintenance tasks listed below during September 2025:
 - Mowing and brush hog (weekly)
 - Green waste pickup (bags and brush)
 - Hauling stone dust
 - Preparation for sidewalk work, concrete pour
 - Assist Traffic Department; painting parking spaces
 - Assist Water Department; sewer camera truck and hydrovac truck
 - Masonry work catch basins
 - Tree trimming and removals
 - Remove garbage from downtown
 - Mowing for Higinbotham Dam, Dam inspection
 - Sewer camera truck -- sewer lines and laterals
 - Street milling for paving (Broad St and South Willow St)
 - Preparation for Fall Fest
 - Road salt deliveries (loader work)
 - Tub grinder (rental) = loader work
 - Tar kettle
 - Street sweeper (daily)
 - Completed annual inspection of signage (City wide)
 - Installed new stop sign for Staudt and Railroad Streets

B. Wastewater Treatment Plant

Treatment plant general maintenance ongoing

C. Water Distribution/Treatment

- Monthly water sampling
- Annual water main flushing (ongoing)
- Updated annual backflow prevention device annual testing report
- Completed demolition work for Baker Reservoir mixing tank
- Finalized Lead and Copper sampling plan.

D. Buildings

- · General maintenance ongoing
- Mowed Liberty Street (2x) and Clinch Park for Parks and Recreation Dept
- Worked on outside panels at Kallet
- Trimmed bushes on Oneida Street side of City Hall and Fire monument
- Replaced door locks for DPW and Codes
- Painted entrance to City Hall (Oneida Street)
- Relocated additional materials/items for Planning Department (City Hall)
- Completed sprinkler inspection and heat detection for full system with Davis-Ulmer

E. Capital Projects

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

CITY OF ONEIDA - ENGINEERING I PUBLIC WORKS

Monthly Report - September 2025

2025 Current Master Ca	pital Project Summ	ary
Description	Status as of 9/30/25	Estimated Completion of Phase
WTP - Glenmore Dam Improvements	Construction	June 2026
Annual Street Resurfacing	Construction	September 2025
Higinbotham Brook Culvert Replacement – Phase 1	Project Closeout	September 2025
Lake Street Pump Station Improvements	Project Closeout	October 2025
Infiltration and Inflow (I/I) Evaluation of Sewer Coll.	Funding Agency Rev.	October 2025
WWTP Improvements – Phase 3	Construction	October 2025
Sidewalk Replacement	Construction	October 2025

WTP - Glenmore Dam Improvements

Status:East retaining wall tie back anchors completed, Diaphragm walls and buttresses excavation and concrete completed, Grade beams concrete completed, Load distribution beams concrete — 5 of 8 have been completed, Retaining wall facing concrete (east) being progressed, Concrete repair at blowoff gate recess/shaft completed, Intake valves and screens installed, Blow off slide gate and stem guides have been installed.

WWTP Improvements

Status: Contractor revising assembly for 2 of 4 influent pumps/motors. Exterior doors and frames for 6 locations have been delivered. ESG is continuing to work with contractors and WWTP plant staff to coordinate installation of influent pumps and maintain plant operations.

Lake Street Pump Station Improvements

Status: Contractors addressing punch list items identified on notice of substantial completion.

Infiltration and Inflow (I/I) Evaluation of Sewer Collection System

Status: Project has been included on Draft CWSRF IUP as Category D project which qualifies it for 0% interest, hardship financing through NYSEFC. Applications for grant funding to be pursued.

Sidewalk Replacement.

Status: Conducted pre-construction conference with Contractor (Sgarlata Concrete). Contractor to start work on October 7th. Work to be performed in several areas throughout the City.

Annual Street Resurfacing

Status: Milling and repaving completed for Broad Street and South Willow Street. Fog sealing completed for all other streets repaved this year. Assembling project documentation for submission to NYSDOT CHIPS program for funding reimbursement.

CODES DEPARTMENT

SEPTEMBER 2025

CITY OF ONEIDA CODE ENFORCEMENT DEPARTMENT

JAMES ACKERMAN
Code Enforcement Officer



109 North Main Street Oneida, New York 13421

TEL: 315-363-8460 FAX: 315-363-9558

Monthly Report September 2025

Housing Inspections

	YTD
eptember	
12	58
10	90
1	5
5	32
7	25
2	25
12	112
0	5
3	12
2	8
0	15
0	2
	0

Code Enforcement/Building

	September	YTD
Permits Issued	1.1	91
Cost	2446.47	16766.80
Certificate of Occupancy	0	8
Certificate of Compliance	5	79
Permit Extensions	1	23
Stop Work Order	1	9
Building Inspections (otr's, misc.)	13	129
Sign Permits	2	16
Sign Violations	0	0
Sign Compliance	0	0
Orders to Remedy-Fence/Trailer	0	1

Trash/junk letters and Door hangers- these numbers are combined for Housing and Code Enforcement

FIRE DEPARTMENT

SCOTT JONES, CHIEF

SEPTEMBER 2025

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY BUREAU OF FIRE

> Scott Jones Fire Chief



109 North Main Street Oneida, New York 13421 TEL: 315-363-1910 FAX: 315-363-3437 sjones@oneldacityny.gov

Oneida Fire Dept Monthly Reports

September, 2025

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY BUREAU OF FIRE

Scott Jones, Chief



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

Fire Department Revenue-September ,2025

Alarm Permits: \$340 (14 permits)

Solid Fuel Burning Permits: \$0

Tent Inspections: \$0

Fireworks \$0

Fire Inspections: \$1300

Inspected Properties:

1004 Oneida Plaza Dr

1598 Upper Lenox Ave

1029 Upper Lenox Ave

1675 Genesee St

703 Stone St

434 Lenox Ave

402 Lenox Ave

1456 Glenwood Ave

357 Williams St

268 N Main St

2094 Glenwood Plaza

16 Reinspections

September 2025

September, 2025		YTD
FIRE	\$531.54	\$5,878.56
RESCUE	599.78	\$8,280.78
NON-FIRE	1730.77	\$32,349.81
EMERGENCY RESPONSE TOTALS	\$2,862.09	\$46,509.15

	TYPE OF CALLS REPORT AND NUMBER OF CALLS
--	--

FIRE RESCUE NON FIRE TOTAL



Overtime Expenditures

5	over unite expenditures	endicares	
Acct	Start Bai	This period	Ea OF
Regular 102	\$170,000.00 \$11,996.82	\$11,996.82	\$60,202.91
Train/EMS 107	\$5,000.00		\$2,672.03
Fire Mar 108	\$6,000.00		\$2,775.52
Train/Fire 109	\$26,906.42		\$10,430.09
Personal Leave 112	\$10,000.00	\$1,263.54	\$3,732.05
Short Shift 114	\$177,052.00 \$25,496.67	\$25,496.67	\$41,549.64

YTD Call Comparison 2024 2025 29 50

범

	29	20	21
RESCUE	1041	1077	36
NON FIRE	701	860	159
Totals:	1771	1987	216

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY BUREAU OF FIRE

Fire Marshal's Office

Brian B. Burkle Jr., Fire Marshal Andrew P. Bennett, Assistant Fire Marshal

TOTAL INSPECTION HOURS



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

FIRE MARSHAL MONTHLY REPORT TOTAL COMMERCIAL AND PUBLIC ASSEMBLY PROPERTIES - 403 SEPTEMBER 2025

67.5

TOTAL INVESTIGATION HOURS	18
TOTAL FIRE PREVENTION HOURS	10
TOTAL OFFICE HOURS	95.5
OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	10
BUSINESS REINSPECTION	9
BUSINESS C OF C	4
PUBLIC ASSEMBLY INSPECTION	0
PUBLIC ASSEMBLY REINSPECTION	5
PUBLIC ASSEMBLY C OF C	3
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	0
ORDER TO VACATE	0
VACANT BUILDING INSPECTIONS	1
TENT INSPECTIONS	0
FIREWORKS DISPLAY INSPECTION	0
OCCUPANCY LOAD RAING	0
COMPLAINTS	0
APPEARANCE TICKETS	0
NO SHOW	0
STOP WORK ORDER	0
FOOD TRUCK INSPECTIONS	1
OFFICE BREAKDOWN	TOTAL HOURS
MEETINGS	6
PLAN REVIEW	3
PRE PLAN	0

OFFICE BREAKDOWN CONT'D	TOTAL HOURS
KNOX BOX WORK	0
FIRE EXTINGUISHER REPAIR	0
911 ADDRESSING	0
MISCELLEANOUS	4
CODES TRAINING	0
FIRE INVESTIGATION	12
FIRE INVESTIGATION TRAINING	6
FIRE PREVENTION	23.5
SMOKE DETECTOR INSTALLATION	0
SMOKE DETECTORS INSTALLED	0
CO DETECTORS INSTALLED	0

FIRE MARSHAL'S ACTIVITIES

Completed fire investigation at 461 Elizabeth Street.

Presented fire prevention at North Broad Street School BOCES program.

North Broad Street School BOCES program firehouse tour completed.

PARKS & RECREATION

LUKE GRIFF, DIRECTOR

SEPTEMBER 2025



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

www.oneidacityny.gov

September 2025

Financial Overview

Total Revenue: \$5,975.00

o Recreation Center Rentals: \$ 5,875.00

· A full financial report is attached.

Facility Rentals

- September Rentals (32 total):
 - o Gym Rentals: 21 (including 15 birthday parties)
 - o Room Rentals: 9
 - b Batting Cage Rentals: 0
 - o Park Rentals: 2
 - o Pool Rentals: 0
- Annual Rental Totals (to date):
 - o Room Rentals: 89
 - Batting Cage Rontals: 54
 - o Gym Rentals: 74
 - o Tot/Gym Rentals (Birthday Parties): 156
 - o Park Rentals: 9
 - o Pool Rentals: 5
 - o Total Rentals for the Year: 387

Rental numbers will be on the rise after we hit our summer lull, we are already almost booked out through December. We opened January, February, March and April for rentals earlier this month and have already seen a good amount of available dates booked up already.

Adult Leagues & Programs

- The Men's Spadafora/Howe Softball League concluded its season on September 1st.
- Planning began for MUNY Basketball and Co-Ed Volleyball, both scheduled to start in November.

Youth Programs

September is a preparation month for youth programming.

Staff finalized equipment, volunteer coach lists, and schedules for Youth Basketball (JR NBA and Skills & Drills), beginning in November.

Promotion materials were updated, and registration details were finalized in RecDesk.

Parks Maintenance & Projects

- Continued routine mowing and field maintenance, though limited due to persistent dry conditions.
- · City marquee was updated multiple times throughout the month.

Began winterizing and closing the pool.

- Cleared brush along the Oneida Rail Trail and inspected several access points.
- · Cleaned bathrooms and locker rooms at Veterans Memorial Field.

Prepared football fields for Pop Warner games and practices.

- Removed summer flowers from park beds and replaced them with mums for fall color.
- Began setup and site preparation for Fall Fest.

Howard T. Chapman Pool

- After discovering a late-season leak, a diver was brought in to perform an underwater inspection.
- The issue was caused by debris lodged in the hydrostatic pressure relief valve beneath the main drain grate.
- The diver successfully removed the debris, resolving the issue without major repairs.
- Staff continued end-of-season pool closing tasks and equipment winterization.

Special Events

- No major events took place during September.
- Staff devoted time to logistics and planning for the Fall Fest (October 4), Trunk or Treat (October 25), and Halloween Party (October 25).

Other Updates

DRI Project (Veterans Field):

A walkthrough with C&S Engineers was held to discuss design components, including the splash pad, restroom upgrades, court resurfacing, and Veterans Memorial enhancements.

Oneida Rail Trail:

Limited progress was made between Seneca Street and Broadway, as DPW awaits paving equipment. Work is expected to be completed by late fall.

Easement acquisition efforts continue for the privately-owned 100-foot section on Broadway Street.

Respectively submitted,

Lucas Griff

Parks and Recreation Director



Tueas 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

Oneida Recreation Department Coordinator Programming Report September 2025

-Pickleball is going well with around 15-20 participants each day at either Vet's park or inside at the Rec Center.

-Zumba is still in full effect. We have them on Wednesday evenings and Sunday mornings at Allen Park

-We combined again with Sherrill for the NFL Flag program. I trained several Oncida Football players for officiating the games on Sunday Mornings.

-I have been preparing for all upcoming leagues, adults and kids.

-Preparation for the Oneida Fall Fest 2025 is going very well. We expect to have a great turnout this year.

I continue to host pop-up events, mostly for training speed & agility as well as arts and crafts.

"Started promoting our annual Halloween Party and Trunk or Treat. We teamed up with the Elementary PTO again and we decided to host it Vet's Parking Lot since it has grown so big.

-We are running a basketball skills & drills program on Wednesday evenings for kids in grades 3-6. We have 30 kids participating in it.

-I was very blessed to be able to help in running a Pitch, Hit, & Run qualifier at CitiField in Queens. We had several kids from our Oneida event participating for a chance to win a spot at the championships during game #2 of the World Series!

-Men's softball completed in early September, it was a great season

Respectively submitted,

Justin Acker Recreation Coordinator

Monthly Transaction Report

Date Range: 9/1/2025 - 9/30/2025

Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Transaction Amount
	REC-Gym Renta) – Rec-Gym Rentai	3,025.00
	REC-Gym Tot party - REC-Gym Tot party	2,380.00
	REC-Rental FPP - REC-Rental Field/Park/Pool	
	REC-Room Rental - REC-Room Rental	
	REC-Room Teen Party - REC-Room Teen Party	
	Transaction Total:	5,695.00
Payment		
	REC-Gym Rental - Rec-Gym Rental	-3,025.00
	REC-Gym Tot p≘rty - REC-Gym Tot party	-2,050.00
	REC-Rental EPP - REC-Rental Field/Park/Pool	-100.00
	REC-Room Rental - REC-Room Rental	
(6)	REC-Room Teen Party - REC-Room Teen Party	
	Transaction Total:	-5,325.00
	Total for Period:	

PLANNING DEPARTMENT

STEVE VONDERWEIDT, DIRECTOR

SEPTEMBER 2025

September 2025

Monthly Repor

Department of Planning and Developmer

Department of Planning and Development Monthly Report September 2025

Overview

September was a highly productive and forward-moving month for the Planning and Development Department. Our focus remained on accelerating key projects, enhancing communication with partners, and streamlining the permitting and review process. The department continues to play a central role in advancing City priorities, managing grants, and supporting revitalization efforts that will shape Oneida's growth for years to come.

Highlights & Recent Achievements

We are pleased to report several major accomplishments this month:

- 1. PCZBA Reestablished The Planning Commission and Zoning Board of Appeals, after a 4 month hiatus, (PCZBA) is now running again. The Board reviewed and approved five items at its most recent meeting, marking a strong return to consistent and timely decision-making.
- 2. **EV Grant Reestablished** = The City's Zero Emission Vehicle (ZEV) Grant contract has been fully reactivated and entered into the State's system for processing. This will allow the City to move forward with installation of EV chargers at City Hall and the Lenox/Cedar Street site.
- 3. **DRI Streetscape Progress** The department completed an initial assessment walk-through of the Downtown Revitalization Initiative (DRI) streetscape project with C&S Engineers. City Manager Kyle Lovell and Director Steve Vonderweidt toured downtown with the consultants, and preliminary design concepts ("scratch drawings") are expected this fall or early winter.
- 4. **Business Assistance Fund (BAF)** Oversight of the BAF program has been strengthened. Steve met with the subcontractor, reviewed active projects, and requested detailed progress reports for each to ensure transparency and timely completion.
- 5. Hotel Oncida Demolition Planning met with the demolition contractor for the Hotel Oncida project. The department will be conducting regular check-ins to monitor safety, progress, and site conditions throughout the demolition process.

6. Master Plan & Form-Based Code Scoring Completed — The scoring and review process for consultant proposals to develop the new Comprehensive Plan and Form-Based Code has been completed. A contractor selection recommendation will move forward soon, allowing the City to resume this cornerstone DRI project.

These milestones demonstrate steady progress in both immediate project execution and the long-term planning vision for the City.

Interagency & Regional Coordination

The department continued strengthening its working relationships with Madison County Planning, County Highway, Public Health, and NYSDOT. Updated procedures for **General Municipal Law §239 referrals** were confirmed, and a new hybrid email/mail system was put in place to ensure faster review and clearer documentation of submissions.

Strategic Projects & Grants

Beyond the specific achievements noted above, Planning continued active management of several major initiatives:

- **Downtown Revitalization Initiative (DRI)** Preparation continued for consultant selection for the Form-Based Code and Comprehensive Plan project. The DRI remains one of the City's highest priorities for smart growth and revitalization.
- Zero Emission Vehicle (ZEV) Grant contract reestablished; internal schedules being rebuilt for implementation this fall.
- Business Assistance Fund (BAF/DRI) Weekly updates with MRB Group to track each project; ensuring proper documentation and progress reporting.

Local Law & Policy Development

In September, the amended Wind Energy Conversion Systems (WECS) local law successfully passed both the PCZBA and the Common Council. This final action enacts the updated standards—reducing maximum system height and strengthening geotechnical and blasting requirements—into the City Code. (See Council agenda, September 16, 2025, adopting Local Law amendment to Chapter 190 §26.2E.)

Codes & Public Safety Coordination

The Planning Director is currently assisting the Codes Department from an administrative supervision standpoint, helping to address higher-level concerns such as **148–150 Madison Street**. The Planning Director is coordinating closely with the Codes Officer, Police Department, and Fire Department and the City Manager to address resident concerns and ensure issues are handled quickly and collaboratively.

Public Communication & Mapping

The department continues to provide high-quality service to residents and developers, assisting with zoning, property use, and floodplain questions daily. The City's interactive zoning map has been widely utilized, and staff are working with the Assessor to ensure boundary accuracy and up-to-date data within the GIS system.

Staffing & Department Growth

A recruitment posting for a **Housing Codes Inspector** was finalized in September, highlighting a clear career path toward full Codes Officer certification. This position will expand capacity for properly maintenance enforcement and help ensure housing safety across the City.

Process Modernization

We continued modernizing workflows to increase efficiency and transparency:

- Implemented standardized application intake checklists with timestamped receipts.
- Created a 239 referral packet template for consistent communication with partner agencies.
- Evaluated Microsoft 365-compatible project tracking systems for multi-user visibility and document management.

These steps are to create a modern, accountable Planning office better equipped to handle today's development demands.

Looking Ahead

October will focus on maintaining momentum:

- Finalize the consultant contract for the Comprehensive Plan and Form-Based Code project.
- Advance EV charger installations and continue progress on the ZEV initiative.
- Continue supporting Hotel Oneida demolition and the DRI streetscape planning phase.
- Launch the **Housing Codes Inspector** hiring process and expand internal collaboration between Planning, Codes, and Economic Development.

Respectfully submitted,
Steve M. Vonderweidt, MBA
Director of Planning & Development
City of Oncida, New York
Reporting Period: September 1–30, 2025

POLICE DEPARTMENT

STEVE LOWELL, POLICE CHIEF

SEPTEMBER 2025



CITY OF ONEIDA DEPARTMENT OF PUBLIC SAFETY BUREAU OF POLICE



108 Main Street Oneida, New York 13421 Phone (315) 363-9111

Steven Lowell Chief of Police

September 2025 Monthly Report

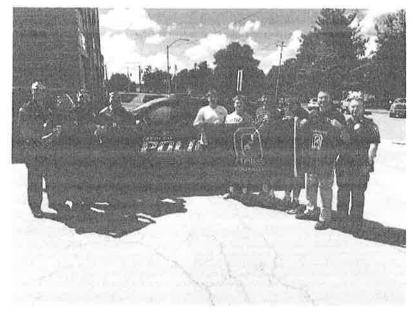
Overtime: The Department had a total of \$30,555 in overtime for the month of September before any reimbursements were requested. The Department endeavors to keep overtime costs responsible while providing the best quality services.

Activity: As a matter of continued exceptional service, during the month of September Oneida Police handled 997 service incidents, issued 151 traffic tickets and 1 parking ticket, and made 76 arrests.



CITY OF ONEIDA DEPARTMENT OF PUBLIC SAFETY

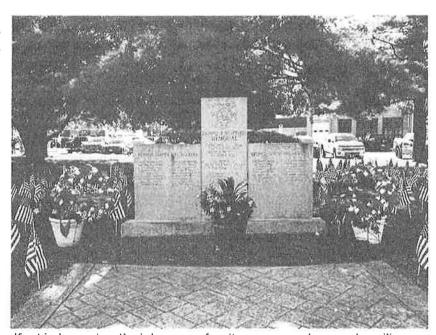
BUREAU OF POLICE



At the beginning of the summer, the Oneida City Police Department challenged the Oneida Football Team to stav dedicated and keep up with the hard work during their offseason. Officers joined the team during workouts, encouraging the student-athletes fostering spirit discipline, accountability, and teamwork. As the season began this month, Oneida Police the Benevolent Association recognized (PBA)

players' hard work by donating a team flag and shirts for those who achieved their training goals. This friendly challenge and collaboration reflect the department's ongoing efforts to build positive relationships with local youth and to encourage leadership, resilience, and community pride both on and off the field.

On Thursday, September 11th, the department joined the City of Oneida in a ceremony to honor and remember those who tragically lost their lives September 11. 2001. Officers and other city personnel came together to pay tribute to the thousands of innocent lives lost. the first responders who displayed extraordinary courage. and the families and communities forever impacted. The



department remains steadfast in honoring their legacy of unity, compassion, and resilience.

As we move into the fall season, Oneida City Police Department looks forward to upcoming community engagement opportunities and continues its dedication to fostering trust, transparency, and partnership with the people of Oneida.