

# CITY CLERK

SANDY LAPERA, CITY CLERK

MARCH  
2026

MONTHLY REPORT

Account#	Account Description	Fee Description	Qty	Local Share
	One Day Marriage Officiant	One Day Marriage Officiant Licence	1	25.00
		<b>Sub-Total:</b>		<b>\$25.00</b>
00100171255	Clerk Fees	Copies	1	25.00
		Genealogy	1	22.00
		Notary	9	18.00
	Vital Records	Acknowledgement of Paternity	2	0.00
		Births	159	1,580.00
		Deaths	161	1,610.00
		Government Use Copies - Free	2	0.00
		Marriage	10	100.00
		<b>Sub-Total:</b>		<b>\$3,355.00</b>
00100171258	Marriage License	Marriage License	4	70.00
		<b>Sub-Total:</b>		<b>\$70.00</b>
00100171261	ZBA	Conditional Use Permit	2	300.00
		Sketch Plat	2	200.00
		<b>Sub-Total:</b>		<b>\$500.00</b>
00100171265	Deed Recording Fee	DEED RECORDING FEE	26	1,170.00
		<b>Sub-Total:</b>		<b>\$1,170.00</b>
00100182263	Solid Fuel Permit	Solid Fuel Permit	1	60.00
		<b>Sub-Total:</b>		<b>\$60.00</b>
00100202544	Dog Licensing	Female, Spayed	20	220.00
		Female, Unspayed	2	50.00
		Male, Neutered	28	308.00
		Male, Unneutered	5	125.00
	Late Fee	Late Fee	3	50.00
		<b>Sub-Total:</b>		<b>\$753.00</b>
00100202545	Annual License Fees	Second Hand Dealers License	1	150.00
		Solicitor - Monthly	1	125.00
		Special Events License	44	1,050.00
	Application-Renewal Fee	Hens Permit	1	50.00
		<b>Sub-Total:</b>		<b>\$1,375.00</b>
00100202555	Building	Building Permits	7	2,405.34
		Certificate of Occupancy	7	175.00
		Signs	1	200.00
	Permit Extension	Permit Extension	1	70.00
	Truss ID Permit	Truss ID Permit	2	100.00
		<b>Sub-Total:</b>		<b>\$2,950.34</b>

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Total Local Shares Remitted:</b>	<b>\$10,258.34</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			69.00
Amount paid to:	State Health Dept.			90.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$10,417.34</b>	<b>Total Non-Local Revenues:</b>	<b>\$159.00</b>

To the Supervisor:

I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sandra LaPera, City Clerk, City of Oneida during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

_____	_____	_____	_____
Supervisor	Date	City Clerk	Date

# CITY ENGINEER

JEFF ROWE

MARCH  
2026

MONTHLY REPORT

City of Oneida  
Engineering | Public Works

March 2026 Monthly Report

Prepared By: Jeffrey A. Rowe, P.E.  
City Engineer



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

# CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

## Monthly Report – March 2026

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

Public Works staff performed the General Maintenance tasks listed below during March 2026:

- Snow plowing, salting, snow removals – several days (15% of workdays)
- Hauling snow piles
- Remove snow from downtown areas – snowbanks and all sidewalks
- Repair of plow damage
- Brush and bags - green waste pickup/removal
- Several tree removals and trimming
- Cold patch repairs
- Some Christmas tree pickups
- Assist Parks and Recreation Department with cleaning up at several parks
- Address sewer list
- Sewer camera – troubleshooting and location of laterals
- Catch basins
- Masonry work – repaired broken sidewalks, manholes and catch basins
- CDL practice road test – 1 day (2 employees)
- Address sewer list (Fridays)
- Removal of homeless person encampments
- Maintenance of winter equipment and put away for seasonal storage
- Review of inventory of summer equipment
- Assist Water Department – Hydrovac truck
- Performed some routine vehicle maintenance
- Locating sewer laterals and incorporating into GIS mapping
- Coordination with D&S Excavating (contractor) for sewer repair (204 West Elm Street)
- Main and Farrier streetlight - PC&G confirmed faulty conductor; unsuccessfully attempted to pull another wire
- Main and Elm Street traffic signal – diagnose traffic cycling issue and troubleshoot, suspect moisture

Staffing Note:

- o New employee (Laborer with CDL) started work on March 16th.

### B. Wastewater Treatment Plant

- Treatment plant general maintenance ongoing
- Main Street Pump Station – removed VFD for Pump 2 and sent to Vendor for rebuilding

### C. Buildings

- General maintenance ongoing
- Assisted IT with several items in the server room at City Hall
- Prepared tractor for seasonal storage
- Set up cellular device on fire monitor at PD to replace land line.
- Office relocation for Deputy Comptroller and Account Clerk for Finance Department
- Assisted IT with replacement of WiFi amplifiers

### D. Capital Projects

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

**CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS**  
**Monthly Report – March 2026**

<b>2026 Current Master Capital Project Summary</b>		
<b>Description</b>	<b>Status as of 3/31/26</b>	<b>Estimated Completion of Phase</b>
WTP - Glenmore Dam Improvements	Construction	October 2026
Main Street Pump Station	Evaluation	Spring 2026
Infiltration and Inflow (I/I) Improvements	Secure Funding	Spring 2026
WWTP Improvements – Phase 3	Construction	Spring 2026
Sidewalk Replacement Program	Funding Disbursement	Summer 2026

- **WTP – Glenmore Dam Improvements**  
 Status: H&B remobilized to site and resumed construction activities on March 16<sup>th</sup>. Work activities included reinstallation of creek crossing bridge, surface preparation and shotcrete keyways on downstream face, preparation of shotcrete test panel, install gatehouse concrete floor formwork and block-outs, gatehouse airburst in-slab piping fabrication and installation, gatehouse floor concrete placement, and apron slab subgrade preparation.
- **Main Street Pump Station**  
 Status: City currently reviewing recommendations and next steps.
- **Infiltration and Inflow (I/I) Improvements**  
 Status: Obtained support letters from local representatives for funding needed for STAG grant application. Submitted STAG grant applications.
- **WWTP Improvements – Phase 3**  
 Status: Startup of 2 new remaining influent pumps. Siewert picked up KSB waste pump for evaluation due to impeller failure (warranty item).
- **Sidewalk Replacement Program**  
 Status: Submit initial disbursement request to DASNY for project funding.

# CODES DEPARTMENT

MARCH  
2026

MONTHLY REPORT

**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



**Jeannie Markle**  
Account Clerk  
Codes/Planning

**Monthly Report March 2026**

**Housing Inspections**

	<b>March</b>	<b>YTD</b>
Inspections	8	25
Re-Inspections (housing, otr's & misc.)	15	40
No Shows	1	7
2 Family Units	6	18
3+ Family Units	2	7
Cancellations/rescheduled appts.	3	12
Complaints	11	17
Mowing/Grass Letter Sent	0	0
Lots Mowed by DPW	0	0
Misc. Trash Can and Junk Letters Sent	4	9
Door hangers left Order to Remedy	<b>0</b>	0
Appearance Tickets	3	3

**Code Enforcement**

	<b>March</b>	<b>YTD</b>
Permits Issued	8	18
Cost	2806.54	4821.44
Certificate of Occupancy	0	2
Certificate of Compliance	1	21
Permit Extensions	1	6
Stop Work Order	0	0
Building Inspections	11	35
Sign Permits	1	2
Sign Violations	0	0
Sign Compliance	0	0
Orders to Remedy-Fence/Trailer	0	0

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

# COMPTROLLER

LEE ANN WELLS-COMPTROLLER

MARCH  
2026

MONTHLY REPORT

**CITY OF ONEIDA  
OFFICE OF THE COMPTROLLER**

**CITY OF ONEIDA-FINANCE DEPARTMENT**

**To:** Manager Kyle Lovell  
**From:** Lee Ann Wells *Outsource Controller-The Bonadio Group*  
**CC:** Brett Schrader, CPA *Partner-The Bonadio Group*  
**Date:** 4/3/26  
**Re:** Monthly Status Report – March 2026

***The Finance Department has been maintaining daily, weekly, and monthly activities as follows:***

**Key accomplishments for March 2026:**

- Coordinated with Fiscal Advisors and Bond Counsel to close on Bond and BAN issuances
- Advised on debt service payments due
- Closed Fiscal Year 2025 Financials
- Began preparing the Annual Financial Report
- Updated Fund Balance schedule

**Regular activities within the Finance Department include:**

- Month End Reconciliations for 22 bank accounts
- Budget Maintenance and Amendment requests/processing
- Capital Project Reconciliations
- Month End Chargebacks
- Voucher processing
- Approving purchase orders
- Maintaining workers compensation and insurance claims
- Payroll processing
- Civil service administration
- Assisting other departments with various issues and questions
- All general ledger account maintenance including necessary journal entries

**Go forward comments:**

- 2025 Audit should begin as early as possible
- All policies need to be updated.
- Fixed Asset program needs to be implemented

# FIRE DEPARTMENT

SCOTT JONES, CHIEF

MARCH  
2026

MONTHLY REPORT

**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@oneidacityny.gov

***Oneida Fire Dept  
Monthly Reports***

***March, 2026***

March 2026

	Mar-26	YTD
FIRE	\$1,185.74	\$7,624.64
RESCUE	\$1,424.98	\$4,616.86
NON-FIRE	\$251.65	\$3,270.00
<b>EMERGENCY RESPONSE TOTALS</b>	<b>\$2,862.37</b>	<b>\$15,511.50</b>

TYPE OF CALLS REPORT  
AND NUMBER OF CALLS

FIRE	3
RESCUE	173
NON FIRE	52
<b>TOTAL</b>	<b>228</b>



Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$120,000.00	\$9,987.36	\$91,526.71
Train/EMS 107	\$5,000.00	\$344.89	\$4,240.82
Fire Mar 108	\$5,000.00	\$310.20	\$4,689.80
Train/Fire 109	\$22,000.00	\$421.91	\$21,578.09
Personal Leave 112	\$10,000.00	\$572.66	\$8,775.62
Short Shift 114	\$30,000.00	\$6,938.56	\$23,061.44

YTD Call Comparison

	2025	2026	DIFF
FIRE	22	10	-12
RESCUE	340	453	113
NON FIRE	231	197	-34
<b>Totals:</b>	<b>593</b>	<b>660</b>	<b>67</b>

# 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- March, 2026

Alarm Permits:	Invoiced sent beginning of August
Solid Fuel Burning Permits:	\$60
Tent Inspections:	None requested
Fireworks	None requested
Fire Inspections:	\$1,325

### **Inspected Properties:**

102 Cramer Ave.  
163-165 Phelps St  
342 Main St  
430 N. Willow St  
118 Phelps St  
1079 Lake St  
121 Madison St  
200 Lenox Ave  
191 Main St  
128 Main St

Re-Inspections: 20

04/07/2026  
1:06:57 PM  
Monique Ludwig

Oneida City Clerk

Page: 1

### General Licensing Report

For License Type: Fire Department / All Fee Types  
Date Range: 03/01/2026 to 03/31/2026

<u>License Type/Fee Type</u>	<u>License #</u>	<u>Issue Date/ Expiration Date</u>	<u>Licensee</u>	<u>Qty/Total</u>	<u>Notes</u>	
Fire Department (Solid Fuel Permit)	6040	03/17/2026 12/31/2026	Midlam, Bryan 126 Main St. Oneida, NY 13421	1.00 \$60.00		
				<b>Quantity Sub Total:</b>	1	
				<b>Amount Sub Total:</b>	\$60.00	
					<b>Quantity Grand Total:</b>	1
					<b>Amount Grand Total:</b>	\$60.00

# 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



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TEL: 315-363-1910  
FAX: 315-363-3437  
[bburkle@oneidacityny.gov](mailto:bburkle@oneidacityny.gov)  
[abennett@oneidacityny.gov](mailto:abennett@oneidacityny.gov)

## FIRE MARSHAL MONTHLY REPORT TOTAL COMMERCIAL AND PUBLIC ASSEMBLY PROPERTIES - 403 MARCH 2026

TOTAL INSPECTION HOURS	77.5
TOTAL INVESTIGATION HOURS	0
TOTAL FIRE PREVENTION HOURS	3.5
TOTAL OFFICE HOURS	81

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	7
BUSINESS REINSPECTION	12
BUSINESS C OF C	7
PUBLIC ASSEMBLY INSPECTION	2
PUBLIC ASSEMBLY REINSPECTION	1
PUBLIC ASSEMBLY C OF C	2
OPERATING PERMITS	1
SOLID FUEL BURNING DEVICE	1
ORDER TO VACATE	0
VACANT BUILDING INSPECTIONS	2
TENT INSPECTIONS	0
FIREWORKS DISPLAY INSPECTION	0
OCCUPANCY LOAD RATING	0
COMPLAINTS	0
APPEARANCE TICKETS	0
NO SHOW	1
STOP WORK ORDER	0
FOOD TRUCK INSPECTION	3
PRE PLAN	3

OFFICE BREAKDOWN	TOTAL HOURS
MEETINGS	19
PLAN REVIEW	3.5

<b>OFFICE BREAKDOWN CONT'D</b>	<b>TOTAL HOURS</b>
KNOX BOX WORK	1
FIRE EXTINGUISHER REPAIR	0
911 ADDRESSING	0
MISCELLEANOUS	12
CODES TRAINING	7
FIRE INVESTIGATION	0
FIRE INVESTIGATION TRAINING	0
FIRE PREVENTION	1.5
SMOKE DETECTOR INSTALLATION	0.5
SMOKE DETECTORS INSTALLED	1
CO DETECTORS INSTALLED	0

**FIRE MARSHAL' S ACTIVITIES**

Prepared and issued burn ban announcement.

# PARKS & RECREATION

LUKE GRIFF, DIRECTOR

MARCH  
2026

MONTHLY REPORT

**Rick Rossi**  
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](http://www.oneidacity.com)

Oneida Recreation Department Coordinator  
Programming Report February 2026

Our winter youth basketball programs, Skills & Drills and Jr. NBA, have officially wrapped up for the season. Combined, these programs served over 180 youth participants and continue to be a cornerstone of our youth recreation offerings. A highlight of the program was the involvement of numerous JV and Varsity basketball players who volunteered their time on Saturday mornings to help run Skills & Drills. Their mentorship provides younger athletes with positive role models and strengthens the connection between our youth programs and the high school teams. It has also been encouraging to see many of these younger participants attending and supporting the JV and Varsity teams during their home games.

Pickleball continues to be one of our most popular daytime programs. Sessions are held Mondays, Wednesdays, and Fridays, with an average of 18–20 senior participants per session. The program provides a valuable opportunity for seniors to stay active, socialize, and remain engaged in the community.

Our Rage in the Cage softball program is currently underway for girls in grades 3–9. The program focuses on helping players prepare for the upcoming softball season and is led by our modified softball coaches on Sunday mornings. Additionally, we have brought in a professional hitting coach to assist with instruction, helping ensure that players are learning proper swing mechanics and consistent fundamentals throughout the entire softball program.

The Men's Basketball League (MUNY) continues to run smoothly with nine teams participating this season. Games are held Monday nights, with four games scheduled each evening, providing competitive recreational opportunities for adult players in the community.

Our Co-Ed Volleyball League is also in season and continues to attract strong participation, featuring eight competitive teams and seven recreational teams. The league provides both high-level competition and recreational play opportunities for participants of all skill levels.

During February's Winter Break, the Recreation Department hosted a variety of youth activities to keep children active and engaged while school was out. Programs included Speed & Agility clinics, basketball clinics, softball and baseball clinics, open gym sessions, and Tot Fun & Run activities for younger children. These programs provided a safe and fun environment for youth to stay active during the break.

Planning is already underway for several upcoming community events, including the Easter Egg Hunt, Oneida Fall Fest, and Oneida Safety Week. We are excited to continue partnering with many outstanding local

organizations throughout the community to help make these events successful. These collaborative efforts continue to have a very positive impact on community engagement and participation.

We also hosted another Jump & Jam Fest at the Oneida Kallet Civic Center. The event featured bounce houses, face painting, arts and crafts, and dance music for children and families. The event was very well received and provided another fun and active opportunity for families to gather and enjoy time together.

Our Zumba program continues to grow in popularity, averaging 35–40 participants each week. The group also hosted a special Valentine's Day-themed Zumba event at the Kallet Civic Center, which was very well attended and a great success.

Overall, our winter programs and events continue to see strong participation and community support. The Parks & Recreation Department remains committed to providing quality programming and opportunities that bring residents of all ages together through recreation, fitness, and community engagement.

Respectively submitted,

Justin Acker  
Recreation Coordinator

# PLANNING DEPARTMENT

STEVE VONDERWEIDT, DIRECTOR

MARCH  
2026

MONTHLY REPORT



**CITY OF ONEIDA**  
Department of Planning &  
Development



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# City of Oneida – Planning & Development Department

## Monthly Report – March 2026

**Reporting Period:** March 1, 2026 – March 31, 2026

**Prepared by:** Steve Vonderweidt, Director of Planning & Development

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### Executive Summary

March 2026 was a highly productive and strategically important month for the Planning & Development Department, with a primary focus on advancing the City’s Downtown Revitalization Initiative (DRI), coordinating development activity, pursuing funding opportunities, and maintaining core planning and zoning operations.

A significant portion of the month was dedicated to preparing and delivering a comprehensive Downtown Revitalization Initiative (DRI) presentation to Common Council on March 17. This approximately 30-page report provided a full overview of all eight DRI projects, including their background, current status, challenges, next steps, and cost considerations. This presentation now serves as a foundational reference point for Council and the public moving forward.

Beyond the DRI work, the Department continued to manage an increasing volume of development activity, including pre-application meetings, Planning Board coordination, grant development, and oversight of Codes operations. These responsibilities continue to be managed within a limited staffing structure.

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### Planning Commission & Zoning Board Activity (PCZBA)

The Department administered the March 10, 2026 Planning Commission / Zoning Board of Appeals meeting, which included three formal applications: a site plan review for an accessory parking lot at St. Joseph Place, a one-year extension of a previously approved

Steve M. Vonderweidt, MBA | Director of Planning & Development  
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**CITY OF ONEIDA**  
Department of Planning &  
Development



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Conditional Use Permit and Site Plan at 130 North Broad Street, and a new Conditional Use Permit request for a take-out restaurant at 200 Genesee Street.

Each application required full coordination of SEQRA review, General Municipal Law §239-m referral, zoning analysis under Chapter 190, and preparation of meeting materials and resolutions. These processes were completed in coordination with Madison County Planning and applicants to ensure that all submissions were complete and defensible prior to Board action.

In addition to the formal meeting, a substantial amount of time in March was dedicated to pre-application coordination. Multiple meetings were held with prospective applicants to review development concepts, explain procedural requirements, and guide projects toward compliant and complete submissions. This work is critical to ensuring efficient Planning Board operations but occurs outside of formal agendas.

As a result of this pipeline activity, the Department anticipates a full April agenda, with approximately three to four additional applications expected. Continued effort has also been placed on improving internal PCZBA processes, documentation standards, and consistency in application review.

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## **Downtown Revitalization Initiative (DRI)**

The City's DRI portfolio includes eight active projects: Downtown Streetscape Improvements, Veterans Memorial Park Improvements, AYSO Soccer Fields Development, Downtown Business Assistance Fund, Hotel Oneida Redevelopment, Devereaux Building Redevelopment, Lerman Block Redevelopment, and the Comprehensive Plan and Form-Based Code.

The March 17 presentation to Common Council provided a comprehensive update on each of these projects and established a clear baseline for their current status and path forward. Since that time, most projects have remained in design, funding coordination, or early implementation phases, with progress continuing incrementally.

The Downtown Business Assistance Fund program continues to show steady movement, with several projects under construction, one completed project, and others advancing toward implementation. Previously terminated projects are being addressed through reallocation of funds to new applicants.



**CITY OF ONEIDA**  
Department of Planning &  
Development



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The Hotel Oneida (Oneida Project) continues to progress through early demolition and preparation phases. Recent updates indicate that basement demolition has been completed and first-floor demolition is largely complete, with additional abatement work ongoing. Planning for upper floor demolition, coordination of site logistics, and financing discussions are actively underway. This project continues to require ongoing coordination due to its scale and complexity.

Work has also continued on the Downtown Streetscape project, with a strong emphasis on securing additional funding and coordinating with federal, state, and regional partners. While the design remains consistent with what was presented to Council, the focus has shifted toward strengthening the overall funding strategy to allow for broader implementation.

Other DRI projects, including Veterans Memorial Park and the AYSO Soccer Fields, remain in design and funding alignment phases. The Lerman Block remains dependent on property owner direction, and the Comprehensive Plan component has experienced delays due to changes in committee participation, with active recruitment underway.

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## **Grants, Funding & Capital Projects**

March included significant progress in funding strategy, particularly for the Downtown Streetscape project. The City's FY27 Community Project Funding request was selected for submission by Congressman Mannion's office, representing an important step in the federal appropriations process.

Additional coordination occurred with Senator Gillibrand's office regarding potential inclusion of the project in the Statewide Transportation Improvement Program (STIP). Discussions were initiated with NYSDOT Region 2 and the Central New York Regional Planning & Development Board to explore pathways for incorporating the project into the TIP/STIP framework should federal funding be awarded.

These efforts are part of a broader strategy to layer funding sources and strengthen the City's ability to fully implement large-scale capital projects.

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## **Development Activity – Genesee Street Project**



**CITY OF ONEIDA**  
Department of Planning &  
Development



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The Department dedicated a significant amount of time throughout March to working with a prospective developer on a large-scale residential development concept along Genesee Street.

This effort involved multiple meetings and ongoing communication to review conceptual plans, discuss zoning considerations, evaluate layout and density, and provide detailed feedback on infrastructure and site design. The proposed concept includes a mix of single-family homes, duplex units, and multi-family apartment buildings, along with internal roadways and open space elements.

This work required many hours of direct engagement, including phone calls, meetings, and iterative review of plans, to help refine the proposal into a format suitable for presentation to Common Council in early April. The Department's role in this process was to provide guidance to help align the proposal with City goals, zoning requirements, and community considerations.

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## **Zoning & Legislative Actions**

The Wireless Communications Local Law continued to advance during March. Multiple rounds of revisions were completed, incorporating feedback from Municipal Counsel, and the final document was submitted and accepted. SEQRA documentation was also completed in preparation for presentation to Common Council.

This effort represents a significant step forward in modernizing the City's zoning regulations related to telecommunications infrastructure.

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## **Strategic Planning & Comprehensive Plan**

Progress on the Comprehensive Plan was delayed during March due to changes in committee participation. Several originally identified members stepped away from the process, requiring renewed outreach and recruitment.

The Department is actively working to reconstitute the committee with a focus on diverse representation across age, background, and community perspective. The goal is to finalize the committee by late April or early May and begin formal work shortly thereafter.



**CITY OF ONEIDA**  
Department of Planning &  
Development



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## Codes & Permitting Coordination

The Department continued to provide direct oversight of the Codes Department, including coordination on enforcement activities, case review, and the development of internal policies and procedures.

Current staffing remains limited, with one fully trained Code Enforcement Officer and one additional staff member in training. As a result, enforcement and inspection activities continue to be prioritized based on health and safety considerations and available capacity.

In addition to oversight, time continues to be invested in strengthening internal processes, improving consistency, and supporting the long-term effectiveness of the Codes function.

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## Professional Development

On March 19, 2026, the Department attended the 37th Annual Planning Symposium, participating in sessions related to site plan review, SEQRA, zoning, and land use practices. This training supports continued application of best practices in planning and development.

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## Challenges, Risks, or Constraints

The Planning & Development Department continues to operate under significant staffing constraints.

The Department currently functions with a single Director responsible for planning and zoning, PCZBA administration, DRI program management, grant writing and funding coordination, economic development activity, Codes oversight, and policy development.

In addition to formal applications and projects, the Department is managing a growing volume of pre-application development activity, intergovernmental coordination, and ongoing project oversight.



**CITY OF ONEIDA**  
Department of Planning &  
Development



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While progress continues across all major initiatives, the breadth and volume of responsibilities directly impact the pace at which projects can be advanced. Additional staffing resources would significantly enhance the City's ability to deliver projects, pursue funding opportunities, maintain regulatory consistency, and respond to community needs.

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## **Key Wins & Progress**

March included several important milestones, including the delivery of the comprehensive DRI presentation to Common Council, advancement of the Downtown Streetscape project in the federal funding process, completion of the Wireless Communications Local Law draft, continued progress on the Hotel Oneida redevelopment, and active engagement with new development opportunities within the City.

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## **Closing Reflection**

March was a critical month focused on communication, coordination, and positioning projects for future implementation.

The work completed during the month has strengthened the City's ability to move forward on key initiatives while maintaining transparency with Common Council and the public. The Department remains committed to advancing these efforts while managing an expanding workload across multiple functional areas.

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## **Next Steps – April 2026**

Advance Streetscape funding coordination, move the Wireless Communications Local Law to Common Council, finalize the Comprehensive Plan Committee, continue coordination on development proposals, and maintain progress across all DRI initiatives.

# POLICE DEPARTMENT

STEVE LOWELL, POLICE CHIEF

MARCH  
2026

MONTHLY REPORT



**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*

**March 2026 Monthly Report**

**Overtime:** The Department had a total of \$12,524 in overtime for the month of March 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 March Oneida Police handled 1,169 service incidents, issued 215 traffic tickets and 34 parking tickets, and made 94 arrests.

The first quarter of 2026 reflects a strong and proactive effort by our officers across all areas of enforcement. Increases in calls for service, arrests, and both traffic and parking enforcement demonstrate a continued commitment to being active, visible, and responsive in the community. These efforts play a key role in maintaining public safety, addressing concerns, and improving overall quality of life for our residents.

**First Quarter YTD Comparison**

Activity	2025 YTD	2026 YTD	Change	% Change
<b>Calls for Service</b>	2301	3202	901	39%
<b>Arrests</b>	151	270	119	79%
<b>Parking Tickets</b>	42	133	91	217%
<b>Traffic Tickets</b>	291	595	304	104%

During the month of March, several members of the Oneida City Police Department were recognized for their response to a fire at the Oneida Community Mansion House. Sergeant Cania, Officer Carter, Officer Lawrence, and Community Service Officer Kodya were commended for their quick response, teamwork, and professionalism as the incident unfolded. Working in coordination with other responding agencies, their efforts helped ensure the situation was handled safely and effectively, minimizing damage to the historic property.

The Mansion House Director expressed sincere appreciation for the department's actions, noting that the officers' swift response and support were instrumental in protecting the landmark and ensuring the safety of those involved. This recognition reflects the strong collaboration, communication, and commitment to public safety demonstrated by department members on a daily basis.

**CITY OF ONEIDA**  
**DEPARTMENT OF PUBLIC SAFETY**  
BUREAU OF POLICE

As the City transitions into the spring months and warmer weather, the Oneida City Police Department reminds residents to remain mindful of general safety practices. With more people spending time outdoors, officers encourage the community to take simple precautions such as locking vehicles and homes, removing valuables from plain sight, and reporting any suspicious activity. The Department remains committed to maintaining a visible presence and continuing proactive enforcement efforts to help ensure a safe and enjoyable season for all residents.



**CITY OF ONEIDA**  
Police Department



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