

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

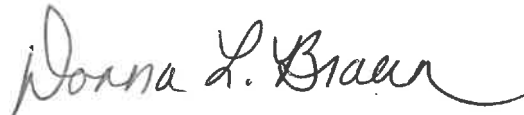
July 10, 2025

The following meetings have been scheduled for TUESDAY, JULY 15, 2025

4:45 PM Common Council Meeting Discussion

5:00 PM Common Council Meeting

Respectfully submitted,



**Donna L. Braun
City Clerk-Treasurer**

**TO: Honorable Mayor & Common Council
Alderman Schmigel, DiBernardo, Lavey, Loncar, Marranca**

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, JULY 15, 2025, 5:00 PM

AUDIENCE PARTICIPATION – Agenda items only, not to exceed 90 minutes with each speaker limited to a five-minute maximum.

PROOF OF PUBLICATION PUBLISHED 04/30/2025

- 1.) Legal Notice – Request for Proposals for the Charlie Fleischman Park & Manhattan St. Parking Lot Improvements – City Engineer**

PROOF OF PUBLICATION PUBLISHED 07/01/2025

- 1.) Legal Notice – Completion of the 2025 Final Assessment Roll – City Assessor**

COMMUNICATIONS FROM CITY OFFICIALS

I. Mayor	Re: Approval of the Resolution for the New Official Flag for the City of North Tonawanda
II. Attorney	Re: Approval of Amendments to City Code §98-8 (c) Application for Water Service, §98-11 (c)(1) Installation of Meters-Domestic Meters and §98-14 Penalties for Offenses
III. Clerk-Treasurer	Re: Approval of Bid of City Owned Property from the Online City Auction
VII. Accountant	Re: Payment of the Abstract of Claims Dated July 15, 2025
X.1 Police Chief	Re: Approval of Officer Frank Burkhart to Police Detective for the North Tonawanda Police Department

X.2 Police Chief

Re: Approval of Lieutenant Michelle Day to Captain for the North Tonawanda Police Department

XIV.1 Dir. Youth, Recreation, Parks & Seniors

Re: Approval of the North Tonawanda Botanical Gardens Organization to apply for a Grant with the NYS Department of Environmental Conservation

XIV.2 Dir. Youth, Recreation, Parks & Seniors

Re: Approval of Buffalo Tiki Tours Inc.-DBA TNT Tiki Tours to enter into an agreement with the City of North Tonawanda for commercial dock space along Sweeney Street

XXV. Monthly Reports

.1 Senior Citizen Center

.2 Clerk-Treasurer

COMMUNICATIONS FROM OTHERS

A.

Remember Ryan Foundation Inc.

Re: Permission to conduct "Ryan's Run 5K Race" on Sunday, September 14th

Respectfully submitted,

A handwritten signature in black ink that reads "Donna L. Braun". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

**Donna L. Braun
City Clerk-Treasurer**

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

JUL 15 2025

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 8 AM 8:27
NORTH TONAWANDA NY

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 350152
was printed and published in said paper on the following dates:

07/01/2025


Principal Clerk

Subscribed and sworn to before me this

7-1-25


Teresa L McCarthy

02/26/2026

Notary Public

Expiration Date

TERESA L MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

LEGAL NOTICE
COMPLETION OF THE
2025 FINAL ASSESSMENT ROLL

Notice is hereby given that the 2025 Final Assessment Roll for the City of North Tonawanda, Niagara County, New York. Final Roll has been completed and verified pursuant to Section 516 of the Real Property Tax Law and is on file in the Assessor's office and the North Tonawanda Library where it is open for public viewing. It will also be online: www.niagaracounty.com/realproperty and northtonawanda.org under the following Departments: City/Clerk Treasurer's Department and the Assessor's Department.

Barbara W. Klenke
City Assessor
N#350152

7/1/2025

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

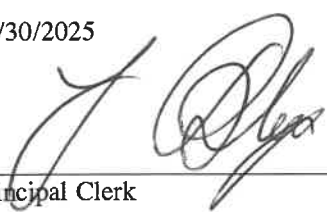
JUL 15 2025

Jackie Bilogan, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 347943
was printed and published in said paper on the following dates:

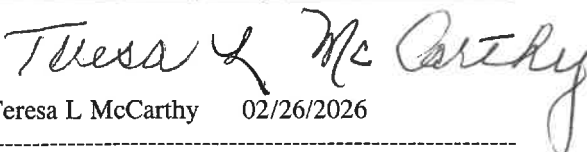
04/30/2025



Principal Clerk

Subscribed and sworn to before me this

7-2-25


Teresa L McCarthy 02/26/2026

Notary Public

Expiration Date

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 8 AM 8:33
NORTH TONAWANDA NY

TERESA L MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

CITY OF NORTH TONAWANDA



AUSTIN J. TYLEC

JUL 15 2025

July 9, 2025

Members of the North Tonawanda Common Council
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Subject: Adoption of the New Official City Flag

Dear Council Members,

I am pleased to submit for your formal consideration the attached resolution adopting a new official flag for the City of North Tonawanda.

On **July 8, 2025, at 5:00 PM**, we officially unveiled and announced the new city flag during a public ceremony held at City Hall, 216 Payne Avenue. This marked the first time in nearly 60 years that the city has updated its flag, a meaningful step forward that reflects North Tonawanda's continued progress, civic pride, and evolving identity.

This effort was initiated in 2024 through my office, with the formation of a **Flag Steering Committee** composed of residents, civic leaders, and artists. The committee guided the process with thoughtful care, beginning with a public call for design submissions that resulted in over 30 entries from 20 local artists. Eight finalists were selected and presented for a citywide vote, which received more than 2,400 responses from residents. The winning design, created by local artist **Jeremy Sniatecki**, was selected for its strong representation of North Tonawanda's heritage and future.

I want to formally thank and recognize the members of the **Flag Steering Committee** for their time, dedication, and thoughtful contributions throughout this process:

- Austin Tylec, Mayor
- Joseph Lavey, Council President
- Donna Braun, City Clerk-Treasurer
- Joyce Santiago, Executive Assistant to Mayor
- Susan Gosch, City Historian
- Alex Domaradzki, Director of Parks & Recreation
- Laura Wilson, Director of Lumber City Development
- Ava LaBella
- Brett Scheuer
- Kristin Derby
- Ryan DePaolo

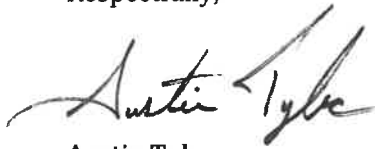
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CITY CLERK'S OFFICE

2025 JUL 10 AM 11:47
NORTH TONAWANDA NY

Their work exemplified the best of community collaboration, and I am proud of what we have accomplished together.

I respectfully ask for the Council's full support in adopting the attached resolution and formally recognizing this important moment in our city's history.

Respectfully,

A handwritten signature in black ink, appearing to read "Austin Tylec". The signature is fluid and cursive, with the first name "Austin" written in a larger, more prominent script than the last name "Tylec".

Austin Tylec
Mayor



RESOLUTION TO ADOPT THE NEW OFFICIAL FLAG FOR THE CITY OF NORTH TONAWANDA

July 9, 2025

Submitted by:

Mayor Austin Tylec, Council President Joseph Lavey, Alderman Joseph Loncar, Aldermen Robert Schmigel, Alderman Frank DiBernardo, and Alderman Joseph Marranta

WHEREAS, the City of North Tonawanda has not updated its official city flag since 1967, and the current flag no longer fully reflects the growth, progress, and evolving identity of the community; and

WHEREAS, in response to this, an initiative was launched through the Office of the Mayor to reimagine the city flag, with a steering committee comprised of residents, civic leaders, and artists guiding the process; and

WHEREAS, the City issued a public call for design submissions, receiving an overwhelming response from local artists, and conducted a citywide public vote to ensure broad community participation in the selection process; and

WHEREAS, the final design created by Jeremy Sniatecki, a local artist with deep roots in the North Tonawanda community, was selected for its strong representation of the city's heritage, values, and future aspirations; and

WHEREAS, the new flag will serve as a modern, unifying symbol of civic pride and identity for the City of North Tonawanda, and will be displayed at City Hall and other appropriate public facilities;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of North Tonawanda hereby formally adopts the new design as the Official Flag of the City of North Tonawanda, effective immediately upon passage of this resolution;

BE IT FURTHER RESOLVED, that the Common Council extends its sincere appreciation to the members of the flag steering committee, contributing artists, and the residents who participated in this meaningful civic process;

AND BE IT FINALLY RESOLVED, that the Mayor of the City of North Tonawanda, Austin Tylec, and the City Clerk-Treasurer, Donna Braun, are hereby authorized to sign and certify this resolution and take any necessary actions to implement and recognize the adoption of the new official city flag.

Austin Tylec, Mayor

Donna Braun, City Clerk-Treasurer



City of North Tonawanda

EDWARD A. ZEBULSKE, III
CITY ATTORNEY

NICHOLAS B. ROBINSON
ASSISTANT CITY ATTORNEY

MATTHEW T. MOSHER
ASSISTANT CITY ATTORNEY

OFFICE OF THE CITY ATTORNEY
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120-5489

11

TELEPHONE
(716) 695-8590
FAX (716) 695-8592

JUL 15 2025

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CITY CLERK'S OFFICE

2025 JUL 3 PM 12:23
NORTH TONAWANDA NY

Honorable Mayor and Common Council
North Tonawanda City Hall
216 Payne Avenue
North Tonawanda, NY 14120

July 2ND, 2025

RE: Ordinance Revisions

- (1) § 98-8(c) – Application for Water Service**
- (2) § 98-11(c)(1) Installation of Meters – Domestic Meters**
- (3) § 98-14 Penalties for Offenses**

Dear Honorable Body,

Below for your consideration, are two (2) proposed ordinance revisions **(in bold print)** under North Tonawanda City Code Chapter 98 – Water.

§ 98-8 Application for Water Service:

"When making **"a"** service application for newly built structures, the consumer must come in person, sign the application, **"and"** make **"an"** appointment for installation of the meter. **"The consumer must pay the current cost and the current rate for the meter as well as the labor for installation of the meter, which is established on the City Website."** The Property owner may furnish and install new City-approved meter with no charge by the City. Upon installation, meter must be inspected by the City Water Department.

§ 98-11 Installation of Meters:

(c) Domestic Meters

The City of North Tonawanda will provide, and the Water Department will furnish (1) **"1 domestic meter up to and including a size of 5/8 by 3/4 to a property at no cost to the homeowner/property owner. If additional 5/8 by 3/4 meters are needed for the property, the property owner will be required to pay the current meter price and installation rate for each new and/or replacement meter. Once payment and installation is complete, the City of North Tonawanda will take ownership of all 3/4 inch domestic meters once installed."**

(1)(a) The Water Department shall install all such domestic meters, and the consumer shall be charged a service installation fee to be established by resolution of the Common Council. The Water Department will maintain, keep in repair and adjust all domestic meters except as may be otherwise provided.

§ 98-11 (4) *(added provision)*

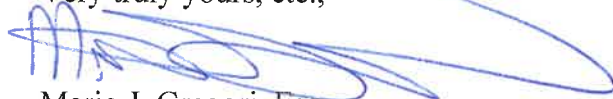
(4) If a meter is frozen, and needs to be replaced, the property owner will be charged the current cost and rate of a new meter and labor as provided on the City of North Tonawanda website.

§ 98-14 Penalties for Offenses:

- (A)** Any person, firm or corporation violating any provisions of this chapter, to include tampering with the meter, shall be fined not less than \$250 nor more than \$1,000 for each offense. **Further, if any monetary credit exists at the time a meter is found to have been tampered with, that existing credit shall be null and void.** The Building Inspector and Code Enforcement Officer shall be responsible for enforcing compliance with this chapter.
- (B) If, as a result of gross negligence, a meter becomes frozen, inoperable, or needs to be replaced, the property owner will be charged the current cost and rate of a new meter and labor as provided on the City of North Tonawanda website.**

If your Honorable body concurs, please pass the appropriate resolutions for the City of North Tonawanda to allow these additions to our North Tonawanda City Code, subject to further review by the City Attorney.

Very truly yours, etc.,



Mario J. Gregori, Esq.
City Attorney

MJG

City of North Tonawanda

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575
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Fax: (716) 695-8557

111

JUL 15 2025

July 1, 2025

Honorable Mayor and Common Council
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Re: City Auction Bids

Dear Honorable Body:

On Monday May 12, 2025 and ending Tuesday, May 27, 2025 my office in conjunction with the City Attorney's Office conducted an online Public Auction through Auctions International at which 35 City owned parcels were auctioned. At the Common Council meeting of June 17th, you approved 32 of the bids and tabled 2 properties. There was 1 parcel that was offered to the underbidder and now received. I have attached for your review the property address, bidder name and bid amount. I respectfully request that your Honorable Body accept the bid that was paid.

If your Honorable Body Should concur, please vote in the affirmative on the above request pending final review by the City Attorney's Office.

Sincerely,

Donna L. Braun

Donna L. Braun
City Clerk Treasurer

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2025 JUL 1 PM 2:35
NORTH TONAWANDA NY

Tax ID	Address	High Bid	Bidder Name
182.21-1-40	111 SEVENTEENTH A	\$38,000.00	DONALD WAGNER

JEFFREY ZELLNER
CITY ACCOUNTANT

JENNIFER CRESS
PAYROLL PERSONNEL SPECIALIST

SHERI GAMPP
JUNIOR ACCOUNTANT

City of North Tonawanda

DEPARTMENT OF ACCOUNTING
CITY HALL
216 PAYNE AVENUE NORTH
TONAWANDA, N.Y. 14120

TELEPHONE: (716) 695-8545

FAX: (716) 695-8573

VII.

July 6th, 2025

JUL 15 2025

Honorable Austin J. Tylec, Mayor
And Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Dear Honorable Body:

In accordance with Article V, Division 1, Section 5.002 and 5.003 of the City Charter, an Abstract Sheet, comprised of a Warrant of Claims, has been submitted by this office for your review and approval.

Accordingly, please authorize for payment the current Warrant of Claims for Common Council audit, dated July 15th, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

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CITY CLERK'S OFFICE

2025 JUL 8 PM 12:39
NORTH TONAWANDA NY



DEPARTMENT OF POLICE

CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, NY 14120-5491

TELEPHONE:
(716) 692-4111
FACSIMILE:
(716) 692-4321

X.1

JUL 15 2025

To: Mayor Tylec / Common Council
From: Chief Glass 182
Date: 07-08-25
Re: Detective promotion

I intend on promoting Officer Frank Burkhart, who is assigned to the Niagara County Drug Task Force, to the rank of police detective to fall in accordance with the current contract between the City of North Tonawanda and the NTPBA and civil service law, with regard to job description. Officer Burkhart will continue his assignment with the NCDTF.

Officer Burkhart's promotion will be effective on July 18, 2025.

Administration of oath will be given by administered on Friday, July 18, 2025, at 9:00am in the common council chambers. Thank you,

A handwritten signature in black ink, appearing to read "K. Glass".

Keith Glass
Chief of Police
North Tonawanda Police Department

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 8 PM2:03
NORTH TONAWANDA NY



DEPARTMENT OF POLICE

CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, NY 14120-5491

TELEPHONE:

(716) 692-4111

FACSIMILE:

(716) 692-4321

X.2

JUL 15 2025

To: Mayor Tylec / Common Council
From: Chief Glass 182
Date: 07-08-2025
Re: Captain promotion

Dear honorable body:

Lieutenant Michelle Day will be promoted to the position of police captain to fill the vacancy created by the retirement of Captain Daryl Truty. Lieutenant Day's promotion will take effect on July 18, 2025.

Administration of oath will be given on Friday, July 18, 2025, at 9:00am in the common council chambers. Thank you,

A handwritten signature in black ink, appearing to read "K. Glass".

Keith Glass
Chief of Police
North Tonawanda Police Department

2025 JUL 8 PM2:03
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

NORTH TONAWANDA
Dept. of Youth, Recreation, Parks & Seniors

500 Wheatfield Street
North Tonawanda, NY 14120
Phone: (716) 695-8520



June 30, 2025

JUL 15 2025

The Honorable Mayor Austin Tylec
And Common Council
216 Payne Avenue
North Tonawanda, New York 14120

Ladies and Gentlemen:

The following information is submitted for your perusal concerning participants in various programs offered at the Senior Citizen Center for the month of June 2025

Total: 1,453

Unduplicated: 398

Duplicated: 1,151

Please note: We also sponsor a Little Free Food Pantry, Little Library and collect for Mario's Pet Sanctuary located in N. Tonawanda.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

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CITY CLERK'S OFFICE

2025 JUL 1 AM 9:33
NORTH TONAWANDA NY

XXXV.2
JUL 15 2025

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	24	240.00
		Sub-Total:		\$240.00
A1603	Misc. Fees	Birth Certificates	53	530.00
		Death Certificates	76	760.00
		Deaths Recorded	9	0.00
		Free Birth Certificates	2	0.00
		Sub-Total:		\$1,290.00
A2110	Planning & Zoning Fees	Board of Appeals App.	3	150.00
		Site Plan Approval	1	100.00
		Terrace Park. Permit	1	5.00
		Sub-Total:		\$255.00
A2410	Minor Sales	Boathouse 2024	1	1,008.00
		Boathouse 2025	6	6,168.00
		Sub-Total:		\$7,176.00
A2501	Minor Sales	Solicitors Permit - Yearly	4	100.00
	Permit Fees	Food Truck	2	200.00
		Sub-Total:		\$300.00
A2505	Marriage License Fee	Marriage License Fee	14	245.00
		Sub-Total:		\$245.00
A2506	Conservation	Conservation	18	37.06
		Sub-Total:		\$37.06
A2540	Racing & Wagering Fees	Bingo Proceeds	6	306.76
		Sub-Total:		\$306.76
A2542	Dog Licensing	Female, Spayed	80	720.00
		Female, Unspayed	4	68.00
		Male, Neutered	88	792.00
		Male, Unneutered	8	136.00
		Replacement Tags	1	3.00
		Sub-Total:		\$1,719.00
AGEE	Trust & Agency	Tax Agreement	14	8,299.00
		Sub-Total:		\$8,299.00
BKRP	Trust & Agency	Bankruptcy pymts	2	2,038.28
		Sub-Total:		\$2,038.28
BLDG	Clerical Misc	Building Permits	1	22,366.00
		Sub-Total:		\$22,366.00
BLUE	Trust & Agency	Health Insurance	45	19,105.95
		Sub-Total:		\$19,105.95
BOAT	Clerical Misc	Rec-Boat Launch Permit	5	850.00
		Sub-Total:		\$850.00
CCCO	Clerical Misc	Attorney's Office Copies	1	530.00

2025 JUL 1 PM 12:03
NORTH TONAWANDA, NY

RECEIVED
CITY CLERK'S OFFICE

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$530.00
CCPL	Clerical Misc	Plumbing Lic Renew	1	600.00
			Sub-Total:	\$600.00
COMM	Clerical Misc	Commissions	1	255.05
			Sub-Total:	\$255.05
COMP	Clerical Misc	Workmans Comp	2	10,779.57
			Sub-Total:	\$10,779.57
CONT	Clerical Misc	Clerk-Contractor Lic Fee	1	2,750.00
			Sub-Total:	\$2,750.00
CTPF	Clerical Misc	Bankruptcy Interest	2	399.62
			Sub-Total:	\$399.62
CTYP	Clerical Misc	City Tax Penalty	1	49.03
			Sub-Total:	\$49.03
FINE	Clerical Misc	City Court Monthly Report	1	49,481.50
			Sub-Total:	\$49,481.50
FOOD	Trust & Agency	Market Food Stamps	2	9,434.00
			Sub-Total:	\$9,434.00
FRES	Clerical Misc	Fire Rescue Billing	7	1,451.99
			Sub-Total:	\$1,451.99
GATE	Clerical Misc	Gateway Dock Fees	4	1,469.00
			Sub-Total:	\$1,469.00
GBID	Clerical Misc	Engineering-Bids & Copies	6	400.00
			Sub-Total:	\$400.00
GLFP	Clerical Misc	Golf Charges	5	1,677.00
			Sub-Total:	\$1,677.00
GLFR	Clerical Misc	Golf Concessions	1	4,600.00
			Sub-Total:	\$4,600.00
GMSC	Clerical Misc	General Misc.	1	2,190.82
			Sub-Total:	\$2,190.82
GRPM	Clerical Misc	Engineer - Grading Permit	4	720.00
			Sub-Total:	\$720.00
LEAS	Clerical Misc	Lease Agreements	3	6,900.00
			Sub-Total:	\$6,900.00
MARK	Trust & Agency	Marketing Fee	1	10.00
			Sub-Total:	\$10.00
MRKT	Clerical Misc	NT Market	1	325.00
			Sub-Total:	\$325.00
MRNA	Clerical Misc	Marina	1	28,482.40

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$28,482.40
NTPD	Clerical Misc	Police Monthly Report	1	214.00
			Sub-Total:	\$214.00
PKPT	Clerical Misc	Rec-Park Permits	3	465.00
			Sub-Total:	\$465.00
PKTK	Clerical Misc	Parking Tickets	5	570.00
			Sub-Total:	\$570.00
PKTKW	Clerical Misc	Parking Tickets-Web	5	270.00
			Sub-Total:	\$270.00
PLPM	Clerical Misc	Plumbing Permits	1	5,475.00
			Sub-Total:	\$5,475.00
POL	Clerical Misc	Niagara County-Police	1	352.05
			Sub-Total:	\$352.05
RECH	Clerical Misc	Recreation Dept.Revenue	5	723.00
			Sub-Total:	\$723.00
ROAD	Clerical Misc	Engineering-Road Cut	3	450.00
			Sub-Total:	\$450.00
SEAB	Trust & Agency	Rec Seabees Memorial (92)	1	20,358.00
			Sub-Total:	\$20,358.00
SELC	Sewer	Sewer Cell Tower Utilities	2	14,739.70
			Sub-Total:	\$14,739.70
SPOL	Clerical Misc	State Aid: Police	2	457.43
			Sub-Total:	\$457.43
SRAP	Clerical Misc	DPW-Sale of Scrap	7	2,095.00
			Sub-Total:	\$2,095.00
SUTL	Sewer	Sewer Utilities	3	59,998.12
			Sub-Total:	\$59,998.12
SWMS	Sewer	Sewer Misc	2	54,750.61
			Sub-Total:	\$54,750.61
TAMS	Trust & Agency	T&A Misc	8	7,650.00
			Sub-Total:	\$7,650.00
TARP	Trust & Agency	Recreation Programs (91)	3	1,950.50
			Sub-Total:	\$1,950.50
TFEE	Treas Fee Copies	Dup Bill Fee	2	4.00
		Lien Fees	4	146.00
		Return Check Charge	2	50.00
		Tax Search & Copies	5	1,193.00
			Sub-Total:	\$1,393.00

Account#	Account Description	Fee Description	Qty	Local Share
UBUR	Clerical Misc	State Aid	1	9,415.98
		Sub-Total:		\$9,415.98
UTIL	Clerical Misc	Utilities Tax on Gross Income	19	84,349.45
		Sub-Total:		\$84,349.45
WTMS	Water	Water Miscellaneous	1	285.32
		Sub-Total:		\$285.32
WTMT	Water	Water Meter Installation	1	200.00
		Sub-Total:		\$200.00
WTTP	Water	Water Tap/Water Use	1	25.00
		Sub-Total:		\$25.00

Total Local Shares Remitted:	\$452,920.19
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Amount paid to:	New York State Department of Health	315.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program	204.00
Amount paid to:	NYS Environmental Conservation	632.94

Total State, County & Local Revenues:	\$454,072.13
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Total Non-Local Revenues:	\$1,151.94
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Pursuant to Section 27, Sub 1, of the City Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by the City Clerks Office, City of North Tonawanda, 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.

<i>Donna L. Braun</i>	<i>7/1/25</i>
City Clerk-Treasurer	Date

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

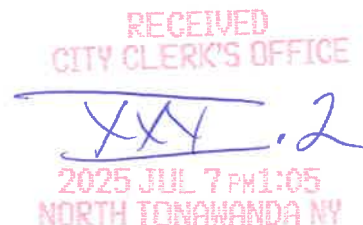
City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

7/7/2025

Honorable Mayor & Common Council
216 Payne Avenue
North Tonawanda, NY 14120



Dear Sirs:

JUL 15 2025

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of June 2025.

General Fund

Balance Fwd - Checking	2,936,381.74
Balance Fwd - Money Market	3,023,963.16
Investments	0.00
Receipts for the month	2,635,351.59
Warrants Drawn	(2,478,103.14)
	<u>\$6,117,593.35</u>

Sewer Fund

Balance Fwd - Checking	424,388.89
Balance Fwd - Money Market	44,760.30
Investments	0.00
Receipts for the month	850,953.17
Warrants Drawn	(278,814.67)
	<u>\$1,041,287.69</u>

Water Fund

Balance Fwd - Checking	277,129.59
Balance Fwd - Money Market	964,420.94
Investments	0.00
Receipts for the month	504,005.58
Warrants Drawn	(220,903.49)
	<u>\$1,524,652.62</u>

Trust & Agency Fund

Balance Fwd - Checking	571,356.84
Receipts for the month	82,727.67
Warrants Drawn	(22,595.31)
	<u>\$631,489.20</u>

Capital Construction Fund

Balance Fwd - Checking	3,803,859.03
Balance Fwd - Money Market	2,276,995.72
Investments	0.00
Receipts for the month	94,214.65
Warrants Drawn	(900,148.77)
	<u>\$5,274,920.63</u>

Community Development Fund

Balance Fwd - Checking	505,927.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<u>\$505,927.56</u>

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	327,127.00
Warrants Drawn	(327,127.00)
	<u>\$0.00</u>

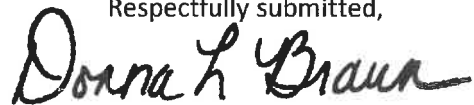
Housing Rehabilitation Fund

Balance Fwd	12,256.64
Receipts for the month	5.04
Warrants Drawn	0.00
	<u>\$12,261.68</u>

Home Rehabilitation Fund

Balance Fwd	40,683.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<u>\$40,683.56</u>

Respectfully submitted,



Donna L. Braun

City Clerk-Treasurer

NORTH TONAWANDA
Dept. of Youth, Recreation, Parks & Seniors

500 Wheatfield Street
North Tonawanda, NY 14120
Phone: (716) 695-8520
Fax: (716) 695-8533



July 2, 2025

JUL 15 2025

The Honorable Mayor Tylec and Common Council
216 Payne Avenue
North Tonawanda, New York 14120

Dear Mayor Tylec and Common Council,

The North Tonawanda Botanical Garden Organization (NTBGO) would like to apply for a grant with the NYS Department of Environmental Conservation under the Environmental Justice (EJ) Community Impact Grant Program Round 12. This grant is geared towards not-for-profits serving an EJ and/or Disadvantaged Community. The application falls under the "Capacity Building" category and their intent is to apply for \$120,000-\$150,000 to enlist grant writing services and interns to manage the ongoing habitat restoration projects for a 3-year period. There is no match or funding required from the city; however a municipal endorsement is required.

As you are well aware, the NTBGO has been maintaining and beautifying the grounds at 1825 Sweeney street, and over the past few years have collaborated and maintained several projects after successfully securing several grants. This particular grant opportunity helps them greatly in their ability to increase their organizational capacity for the benefit of the park and the community it serves. Please consider passing the resolution which is needed as part of the grant submission.

Respectfully Submitted,

Alex Domaradzki
Director of Youth, Recreation, Parks & Seniors

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 7 AM 11:14
NORTH TONAWANDA NY

RESOLUTION: NTBGO Support for Application to Environmental EJ Community Impact Grant Round 12

WHEREAS, the North Tonawanda Botanical Garden Organization Inc., is applying to the New York State Department of Environmental Conservation for a grant under the Environmental Justice Community Impact Grant Program Round 12 for a project to be located at the North Tonawanda Botanical Garden, a site located within the territorial jurisdiction of the City of North Tonawanda; and

WHEREAS, as a requirement under the rules of this program, said not-for-profit corporation must obtain the “approval/endorsement of the governing body of the municipality in which the project will be located”;

NOW, THEREFORE, be it resolved that the Common Council of the City of North Tonawanda hereby does approve and endorse the application of North Tonawanda Botanical Garden Organization Inc., for a grant under the State of New York Department of Environmental Conservation’s Environmental Justice Program Round 12, for a project known as the North Tonawanda Botanical Garden Organization Native Plant/Habitat Restoration and Grant Writing Capacity Building Project and located within this community.

NORTH TONAWANDA
Dept. of Youth, Recreation, Parks & Seniors

500 Wheatfield Street
North Tonawanda, NY 14120
Phone: (716) 695-8520
Fax: (716) 695-8533



July 10, 2025

JUL 15 2025

The Honorable Mayor Tylec and Common Council
216 Payne Avenue
North Tonawanda, New York 14120

The City recently issued a public Request for Proposals (RFP) to solicit interested parties seeking to license dock space for commercial use along the Sweeney Canal Docks. The goal of this RFP is to attract a commercial user whose business presence enhances the seasonal traffic and vibrancy of the Erie Canal/Gateway Harbor area of North Tonawanda.

We received one proposal from Buffalo Tiki Tours Inc- DBA TNT Tiki Tours. Upon review, the proposal fits the criteria that we are looking for in our goals for this opportunity. This company which has been operating a similar operation in the Buffalo Harbor since 2017 and an expansion operation in Florida since 2019 has demonstrated the ability to successfully provide quality and safe recreational opportunities that will enhance the downtown experience, further making North Tonawanda a desirable destination.

I am requesting approval to accept this proposal with Buffalo Tiki Tours Inc- DBA TNT Tiki Tours, and enter into an contractual agreement, drafted by our City Attorney with terms and conditions as outlined in the RFP. This is contingent upon receiving required insurance coverages and Canal Corp Permits from the businesses also detailed in the RFP.

Respectfully Submitted,

A handwritten signature in black ink, which appears to be 'Alex Domaradzki', is written over the signature line.

Alex Domaradzki
Director of Youth, Recreation, Parks & Seniors

2025 JUL 10 AM 10:53
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

City of North Tonawanda
Sweeney Canal Dock Commercial License
Request for Proposals
June 12 2025
Due Date: July 8, 2025

1. Summary

The City of North Tonawanda is issuing this Request for Proposals (RFP) to solicit interested parties seeking to license dock space for commercial use along the Sweeney Canal Docks. The goal of this RFP is to attract a commercial user whose business presence enhances the seasonal traffic and vibrancy of the Erie Canal/Gateway Harbor area of North Tonawanda.

2. Site Details

The leasable area presented in this RFP is up to 50-feet of linear dock space at the eastern end of the Sweeney Canal Docks adjacent to Niagara River Cruises commercial dock space (see attached map). The dock space includes water service and 30 amp electric service. The site does not have boater pump-out facilities, dedicated restrooms, or dedicated parking. Public restrooms are available in nearby Gateway Harbor and public parking areas are available in close proximity.

3. Price and Term

The City of North Tonawanda intends to make the space available for license seasonally between May 15 and October 15 for a four-year term, 2025-2028 inclusive. The annual cost to license the space will be \$2,800 with the 2025 year pro-rated based on the start date of the contract. Business must comply with all NYS Canal Corporation regulations including obtaining a permit to operate within the City's Canal Occupancy Permit area at Gateway Harbor. Business must also comply with all the necessary insurance documents required by the City as indicated in Attachment B.

4. Submission Requirements

Proposals must include the following information:

- A cover page including the following:
 - Business name and mailing address
 - Business's current legal status: corporation, partnership, sole proprietor, etc.
 - Business Federal Tax-ID number
 - Contact person's name, title, phone number, fax number, and e-mail address
 - Signature of authorized corporate officer

- A business description – narrative description the nature of the business and the intended use of the dock space. Information should include a description of services, hours of operation, target market, number of employees, proposed fee schedule, storage space requests, and any other information related to the proposed operation.
- Business experience – narrative description of the company’s operating history and/or the business owner’s experience operating this or other relevant businesses. Business owner must have a minimum of two years of experience operating a relevant business.
- If any additional alterations to the dock wall are proposed, signed and stamped drawings from a structural engineer must be provided for review by the City Engineer.

5. Proposal submission and deadline

Proposers must submit copies of their proposal as follows: five (5) printed hard copies and one electronic version in PDF format to alex@northtonawanda.org. Proposals must be in a sealed envelope labeled “Sweeney Canal Dock License Proposal”. Proposers may choose to provide additional sets if and when invited to do so for presentation purposes. Submissions will not be returned.

Proposals shall be delivered to the City on or before: 4pm on July 8, 2025

To:

Attn: Alex Domaradzki (Parks & Recreation)
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Proposals received after the deadline may not be accepted.

RFP Inquiries

Prospective responders may only direct questions in writing to the following contact person:

Alex Domaradzki
North Tonawanda Parks & Recreation Director
alex@northtonawanda.org

The above contact person is the only individual who can be contacted about the project by proposers before the proposal deadline. The contact person cannot alter the terms of this RFP. If you would like a tour of the site please contact Alex Domaradzki above to schedule a tour.

6. Evaluation Criteria and Selection Process

In reviewing submitted proposals, the following criteria are among those that will be considered:

- Completeness of the proposal, the extent to which the proposal meets all of the required criteria outlined above.
- Anticipated impacts of the proposed commercial use, both positive and negative, on the immediate surrounding area.
- The experience and capacity of the company and/or owner in operating the proposed business.
- Compatibility of the proposed business within the existing activities along the Erie Canal/Gateway Harbor including hours of operation, parking and traffic impacts, and use.
- Overall quality of the submission.

The City reserves the right to schedule a formal presentation of your proposal to serve to answer and questions and further elaborate on your vision for use of the dock space.

7. Timing

The following represents the City's anticipated timeline for reviewing and selecting a qualified proposal. This timing is subject to change.

Submission deadline:	July 8, 2025
Complete evaluation/review process:	July 10, 2025
Final selection by City Council:	July 15, 2025

8. DISCLAIMER – CONFIDENTIALITY

The successful response will become part of the contract file and will become a matter of public record subject to public disclosure, as will all other responses received. If the response includes material that is considered by the bidder to be proprietary and confidential under 1 VSA, Chapter 5, the bidder shall clearly designate the material as such, explaining why such material should be considered confidential. The bidder must identify each page or section of the response that it believes is proprietary and confidential with sufficient grounds to justify each exemption from relicense, including the prospective harm to the competitive position of the bidder if the identified material were to be relicensed. Under no circumstances can the entire response or price information be marked confidential. Responses so marked may not be considered.

9. Right of Refusal

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of North Tonawanda reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

Attachment A: Site Overview

Site Overhead View



Site Dock View



Attachment B: Insurance Requirements

Insurance Requirements

CONTRACTORS' AND VENDORS' INSURANCE COVERAGE AND CERTIFICATES

1. GENERAL PROVISIONS

As to all required insurance:

- .1 The Contractor shall provide current Certificates of Insurance and accompanying documents as described herein for the City's approval prior to City's signing of contract(s).**
- .2 "Certificate Holder" shall be City of North Tonawanda at the address of 216 Payne Ave, North Tonawanda, NY 14120**
- .3 Coverage must comply with all specifications set forth herein.**
- .4 All insurance documents must be executed with authorized signatures.**
- .5 The Contractor's required liability policies must be endorsed to provide that any Notice of Cancellation or Notice of Non-Renewal given to the First Named Insured shall also be given to the Additional Insureds for this project. A copy of such endorsement(s) must be furnished to the Certificate Holder.**
- .6 Failure of the City to object to the Contractor's failure to furnish a Certificate or other evidence of the required insurance coverages, object to any defect in such Certificate or other evidence of coverage, or demand receipt of such Certificate or other evidence of coverage shall not be deemed a waiver of Contractor's obligation to furnish the required insurance coverages described herein. Nothing contained herein imposes on the City a duty or obligation to review any evidence of insurance coverages or issue any formal approval or acceptance of such evidence.**
- .7 The Contractor's liability and indemnification of the City shall not be relieved or diminished by the Contractor securing insurance coverage in accordance with the City's requirements. Any approval by the City of such insurance coverage shall not be construed as accepting in any way the deficiencies in the Contractor's insurance coverage.**
- .8 In addition to Certificates of Insurance and other documents, the Contractor shall provide to the City and other Certificate Holders, on a timely basis, copies of any subsequently issued endorsement(s) that amend applicable coverages or limits.**

- .9 When any required insurance shall expire, due to the attainment of a normal expiration or renewal date, the Contractor shall supply, no later than ten (10) days prior to such expiration, the City with Certificates of Insurance and accompanying documents evidencing continuation of coverage in the same manner, limits of protection and scope as provided by the previous policy.
- .10 The Contractor will assure that any and all subcontractors retained by the Contractor carry and maintain insurance with reasonably prudent limits and coverage satisfactory to the City in light of the work to be performed, written by companies meeting the same criteria as required in Section 2. LIABILITY INSURANCE, and that the City is named additional insured on the subcontractor's liability policies according to the same requirements as described in Section 2.1(b).
- .11 The Contractor shall disclose to the City any deductible or self-insured retentions applicable to any of the coverages required herein of the Contractor.
- .12 The Contractor's liability coverage must not contain any exclusions or restriction of coverage for claims involving New York Labor Law, Employer's Liability, third party over actions, or equivalent.

2. LIABILITY INSURANCE

The Contractor agrees to secure and maintain, at the Contractor's own expense, all insurance coverage required herein from one or more insurance companies that are licensed to write such insurance in New York State or are eligible non-admitted insurers, per the current Excess Line Association of New York's (ELANY) official list. Insurers must carry an A.M. Best "Secure" rating of A- or better. The Contractor's insurance shall include the following, and shall be written with limits no less than hereinafter specified:

.1 COMMERCIAL GENERAL LIABILITY

- (a) Occurrence based **Commercial General Liability** coverage to include bodily injury, personal injury, and property damage applicable to ongoing operations, products & completed operations, and contractual liability, all with a per-project aggregate endorsement. There shall be no exclusions for NY State Labor Law. The coverage limits applicable shall be the greater of the amounts indicated below or the amounts carried by the Contractor:

General Aggregate	\$2,000,000
Products & Comp/Op. Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000

Each Occurrence	\$1,000,000
Fire Damage (any one fire)	\$ 50,000
Med. Expense (any one person)	\$ 5,000

- (b) Additional Insured:** Coverage in Commercial General Liability, Automobile Liability, and Excess Liability and/or Umbrella Liability policies or coverage sections shall be written or endorsed so as to apply to the following as **additional insured on a primary and non-contributory basis**:

"City of North Tonawanda and its employees, authorized volunteers, committee members and board members"

This Additional Insured coverage must be at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; *and* CG 2037 forms together if later revisions are used, or the equivalent. In addition, the primacy of coverage must be at least as broad as ISO Form CG 20 01 04 13. The Certificate of Insurance must clearly state how Additional Insured coverage is achieved in the General Liability and Umbrella/Excess Liability policies. Certificates of Insurance must show the form numbers that are used to achieve all of the Additional Insured coverage. A copy of the actual policy language that achieves this coverage in each policy must be provided to the Owner with the Certificate of Insurance.

- (b) Waiver of Subrogation:** To the fullest extent permitted by applicable state law, a Waiver of Subrogation Clause shall be added to the General Liability, Umbrella/Excess Liability, and Workers Compensation policies in favor of the City.

- (c) Watercraft Liability:** The Contractor's insurance program must include form Watercraft Liability (P&I) Coverage with the City included as additional insured. The coverage limit applicable shall be the greater of the amount indicated below or the amount carried by the Contractor:

Each Occurrence	\$2,000,000
-----------------	-------------

- .2 EXCESS LIABILITY AND/OR UMBRELLA LIABILITY** applicable to Commercial General Liability and Automobile Liability policies. The Excess Liability and/or Umbrella Liability coverage limits applicable shall be the greater of the amounts indicated below or the amounts carried by the Contractor:

Each Occurrence	\$2,000,000
Aggregate	\$2,000,000

Note: See Section 2.1(b) above for **additional insured** requirements applicable to the Excess Liability and/or Umbrella Liability insurance.

3. WORKERS COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE,

Must include Waiver of Subrogation in favor of Owner.

Coverage required by the laws of New York State as further described below.

- .1 Requirements.** To comply with coverage provisions of Section 57 of the Workers' Compensation Law, businesses must **(1)** be legally exempt from obtaining workers' compensation insurance coverage, **(2)** obtain such coverage from insurance carriers, or **(3)** be self-insured or participate in an authorized group self-insurance plan.
- .2 Coverage Evidence.** The Contractor must provide one of the following forms to the Owner, or the current equivalent of any of them in the event of revisions or replacements:
 - (a) Either: CE-200, Affidavit For New York Entities And Any Out Of State Entities With No Employees, That New York State Workers' Compensation And/Or Disability Benefits Insurance Coverage Is Not Required**
 - Or: **CE-200, Affidavit That An OUT-OF-STATE OR FOREIGN EMPLOYER Working In New York State Does Not Require Specific New York State Workers' Compensation And/Or Disability Benefits Insurance Coverage**
 - (Affidavits must be stamped as received by the N.Y.S. Workers' Compensation Board)
- OR**
- (b) Either: C-105.2, Certificate of Workers' Compensation**

Or: **U-26.3**, New York State Insurance Fund Certificate of Workers' Compensation Coverage

OR

(c) Either: **SI-12** – Certificate of Workers' Compensation Self-Insurance,

Or: **GSI-105.2** – Certificate of Participation in Workers' Compensation Group Self-Insurance

4. NEW YORK DISABILITY (NYDBL)

Coverage required by the laws of New York State as further described below.

DISABILITY BENEFITS REQUIREMENTS UNDER WCL SECTION 220 SUBD. 8

.1 Requirements. To comply with coverage provisions of the New York State Disability Benefits Law, businesses must (1) be legally exempt from obtaining disability benefits insurance coverage, (2) obtain such coverage from insurance carriers, or (3) be self-insured.

.2 Coverage Evidence. The Contractor must provide one of the following forms to the Owner, or the current equivalent of any of them in the event of revisions or replacements:

(a) Either: **CE-200**, Affidavit For New York Entities And Any Out Of State Entities With No Employees, That New York State Workers' Compensation And/Or Disability Benefits Insurance Coverage Is Not Required

Or: **CE-200**, Affidavit That An OUT-OF-STATE OR FOREIGN EMPLOYER Working In New York State Does Not Require Specific New York State Workers' Compensation And/Or Disability Benefits Insurance Coverage

(Affidavits must be stamped as received by the N.Y.S. Workers' Compensation Board)

OR

(b) Either: **DB-120.1**, Certificate of Disability Benefits Insurance

Or: **DB-820/829**, Certificate/Cancellation of Insurance

OR

(c) **DB-155**, Certificate of Disability Benefits Self-Insurance

Buffalo Tiki Tours Inc. – DBA TNT Tiki Tours

Contact Information

- Company Name: Buffalo Tiki Tours Inc. DBA TNT Tiki Tours
- Address: 2150 Lancelot Dr, Niagara Falls, NY 14304
- Federal Tax ID: 82-1561102

Key Contacts

- Craig Schultz: President
- Michael Bartolotta: Vice President

Contact Details


- Phone: 716-331-6266
- Email: Buffalotikittours@gmail.com



Proposal Title

Sweeney Canal Dock Commercial License

Authorized Corporate Signatures and Submission Date


Craig Schultz - President


Michael Bartolotta – Vice President

Buffalo Tiki Tours Overview

Operations and Future Plans

Company Background

Buffalo Tiki Tours has been locally owned and in operation since 2017, with an expansion into Florida under the name Florida Tiki Tours in Madeira Beach in 2019. Both companies have maintained a flawless safety record, with zero accidents or maritime issues to date. The company is fully insured and operates with dedicated office staff to manage customer service needs.

Proposed Tiki Boat

The company proposes to introduce a 25-foot-long tiki boat named "The Bicentennial (200 Years) Nanea," which translates to "good times" in Hawaiian. Key features of this vessel include:

- A capacity of 6 passengers plus 1 U.S. Coast Guard-licensed captain.
- An onboard bathroom, eliminating the need for a porta potty at the dock or a need to stop during the cruise.
- Buffalo Tiki Tours Inc. agrees to remit the stated dock lease price of \$2800 per season upon award of contract. With year one being prorated based on approval date.
- Buffalo Tiki Tours would like the opportunity to match or outbid any higher bids being considered for this proposal.

Tour Features and Offerings

Buffalo Tiki Tours' offerings include:

- 90-minute tours with minimal traffic impact due to the small passenger capacity.
 - BYOB (Bring Your Own Beverage) tours, with plans to partner with local restaurants for to-go beverage package options.
 - Potential for history-focused tours in collaboration with your local historians, including "History Day Tours" planned for 2026.
 - Future plans for fall foliage tours to showcase the natural beauty of the waterways.
-

- TNT Tiki will draw additional tourists to the surrounding area, increasing business for other local businesses.

Operational Details

The company intends to operate 7 days a week, from 10 AM until sunset, weather permitting. Our Tiki boat would be picking up passengers from the dock space provided approximately every 90 minutes.

Buffalo Tiki Tours aims to enhance its offerings by incorporating local partnerships and historical insights, while maintaining its commitment to safety and customer satisfaction.

No additional storage space is needed.

We will have 8 employees.

TNT Tiki is a family friendly tour company, and our target market is anyone looking to enjoy the beautiful waterways of Tonawanda / N. Tonawanda.

Our current fee for a tour is set at \$45.00 per person



(Roof is not fully extended for transportation purposes)



Remember Ryan Foundation Inc.

Supporting Visual and Performing Arts Education

CFO. A.



Ryan A. Bertini
1997-2005

JUL 15 2025

July 7, 2025

Mayor Tylec and the Common Council
City Hall-Main Floor
216 Payne Avenue
North Tonawanda, NY. 14120

Dear Mayor Tylec and Common Council Members,

Since 2007, The Remember Ryan Foundation Inc, has been dedicated to promoting the visual and performing arts, primarily in North Tonawanda public and private schools, through our Grants Fund and Direct Gift Programs. Among our initiatives, we have provided hundreds of musical instruments for use by students, including many from families who cannot afford to buy or rent them. As a registered not-for-profit organization and public charity, we rely on donor support through various fundraising activities.

As such, we are requesting permission to conduct RYAN'S RUN 5K RACE on Sunday, September 14, 2025 at 9:00 A.M. We anticipate up to 150 participants. The proposed course route, which begins and ends at Spruce Elementary School, is attached.

The race itself will last approximately 1.5 hours, followed by an additional hour of post-race activities which will take place entirely on school grounds. For the streets involved, we will follow the lead of other 5K events held in North Tonawanda by canvassing the neighborhoods with signage and flyers prior to the race.

We appreciate your time and consideration of our request. Thank you.

Best Regards,

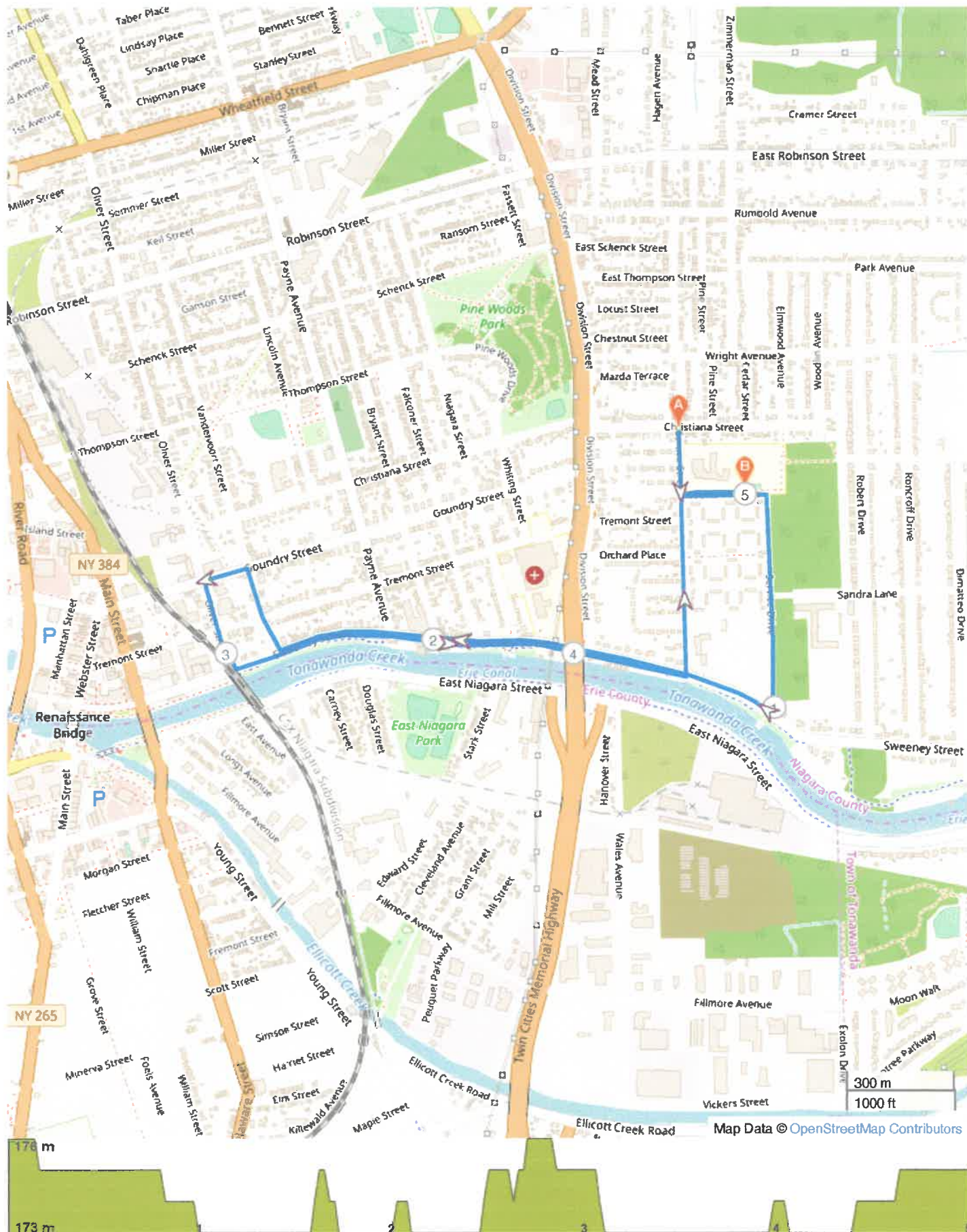

John H. George, President


Kallista Bertini, Race Director

RECEIVED
CITY CLERK'S OFFICE
2025 JUL 7 AM 9:34
NORTH TONAWANDA NY

P.O. Box 459
North Tonawanda, New York 14120
www.RememberRyanFoundation.org
(716) 868-4002

Unnamed Route



Unnamed Route

START on Spruce St.
L on Courtside Dr
R on Service Dr
L on Sweeney St
R on Vandervoort St
L on Goundry St
L on Oliver St
L on Sweeney St
L on Spruce St
R on Courtside Dr to **FINISH**

