

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

July 31, 2025

The following meetings have been scheduled for TUESDAY, AUGUST 5, 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, AUGUST 5, 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 7/22/2025

- 1) Legal Notice – Request for Proposals for the City Parks Paving Improvements Project – City Engineer**

COMMUNICATIONS FROM CITY OFFICIALS

III. Clerk-Treasurer

Re: Approval to reappoint Lauren Gately as a Commissioner of Deeds for the City of North Tonawanda

VII.1 Accountant

Re: Payment of the Abstract of Claims Dated August 5, 2025

VII.2 Accountant

Re: Approval of SEQR Resolution for the 2025 City's Community Center Project

VII.3 Accountant

Re: Approval of the 2025 Bond for the 2025 City's Community Center Project

X.1 Police Chief

Re: Approval of Detective Timothy Bakula to the position of Police Lieutenant for the North Tonawanda Police Department

X.2 Police Chief

Re: Approval of Officer Marco Santiago to the position of Police Detective for the North Tonawanda Police Department

Re: Approval of the appointment of Marco Santiago as a Commissioner of Deeds for the City of North Tonawanda

Re: Approval of the appointments of Jordan Fox-Stoddard, Nicholas Castile, and Ethan Cress as Police Officers for the North Tonawanda Police Department

XIV. Youth, Recreation, Parks & Seniors Re: Approval of the attached Agreement between Buffalo Tiki Tours Inc. and the City of North Tonawanda for commercial use along the Sweeney Canal Docks

**Re: Various Traffic Safety Recommendations
from their July meeting**

.1 Police Department

Re: Approval of the (DRI) Oliver Street Walkability & Implementation of Smart Growth 2.0 Amendment Agreement No.3 Additional Green Resiliency Grant (GRG) Services

COMMUNICATIONS FROM OTHERS

**Re: Permission to be reappointed as a
Commissioner of Deeds for the City of
North Tonawanda**

B.
Patrick Stanczyk

**Re: Permission to close Oliver Street between
Keil and Robinson, Sunday August 10th for
Porch Fest**

C.
Renaissance Club of North Tonawanda

**Re: Permission to close Vandervoort Street
between Thompson and Geneva, Sunday
August 10th for Porch Fest**

D.
Jennifer MacNeal

**Re: Permission to close Wurlitzer Ct.,
Saturday August 23rd for a block party**

Respectfully submitted,



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

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

AUG 05 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 # 351407
was printed and published in said paper on the following dates:

07/22/2025

J. Bilogan.

Principal Clerk

Subscribed and sworn to before me this

7.22.25

Teresa L. McCarthy

Teresa L. McCarthy 02/26/2026

Notary Public

Expiration Date

2025 JUL 24 AM 9:59
NORTH TONAWANDA NY
RECEIVED
CITY CLERK'S OFFICE

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

**LEGAL NOTICE
CITY OF NORTH TONAWANDA, NEW YORK
ENGINEERING DEPARTMENT**

NOTICE TO BIDDERS

SEALED PROPOSALS for the City Parks Paving Improvements project as called for by the Contract, in accordance with plans and specifications thereof, will be received by the City Clerk/Treasurer of the City of North Tonawanda, New York, until 11:00 AM, Prevailing Time, Tuesday, August 12th, 2025, at which time they will be publicly opened.

A copy of the Contract Documents is on file and is available for inspection during the usual business hours at the office of the City Engineer in the City Hall, 216 Payne Avenue, North Tonawanda, New York; and at Construction Exchange of Buffalo and Western New York, 2680 William Street, Cheektowaga, NY 14227.

The project consists of the milling and paving of 1.5" of asphalt top-coat on various parking lots and pathways located in City owned parks with striping for parking areas.

Copies of the Contract Documents required for review or bidding purposes may be obtained at the City Engineer's office, City Hall, 216 Payne Avenue, North Tonawanda, New York, on or after July 22nd, 2025, upon deposit of \$50.00 (2 - \$25.00 checks made payable to the City Treasurer of North Tonawanda) for each set of documents so obtained. The full amount of the deposit for one set of documents, and one-half of the deposit for additional sets of documents will be refunded to each bidder who submits a formal proposal to the City, and who also returns the documents in good condition to the office of the City Engineer within thirty (30) days after his bid security has been returned to him. Equipment manufacturers, contractors, subcontractors and others who do not submit formal proposals to the City, will be refunded one-half the amount of the deposit for all sets of complete documents returned in good condition to the office of the City Engineer within thirty (30) days after the opening of bids. No refund will be made for documents received after this thirty (30) day period. Contract Documents must be obtained from the City for bidding on this project. Electronically obtained copies of the bid documents will not be accepted.

Each proposal must be accompanied by cash, a certified check payable to the City of North Tonawanda, or bid bond, having as surety thereon a surety company acceptable to the City Attorney, in an amount not less than five percent (5%) of the amount of the base bid, conditioned that, if his proposal is accepted, he will enter into a contract for the same, and that he will execute any such further security as may be required for the faithful performance of the contract.

An optional pre-bid meeting will be held at 10:00 AM prevailing time on August 5th, 2025, in the City Hall Conference Room (216 Payne Avenue). Attendance at the pre-bid meeting is recommended but is not mandatory.

All bids shall be submitted to the City Clerk/Treasurer's office in a sealed envelope addressed to the City of North Tonawanda and shall be plainly marked on the outside with the Contractor's name and title of the bid. Bids for contracts shall be designated as, 2025-03 City Parks Paving Improvements.

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract.

The minimum wage rates to be paid to laborers and mechanics engaged in the construction of this project shall be the latest wage rates established by the State Industrial Commissioner.

The Owner reserves the right to reject any or all bids for failure to comply with the requirements of the Contract Documents but may, at its discretion, waive any informalities or irregularities.

The Owner further reserves the right to reject any or all bids or to award a contract which, in its judgment, is in the best interest of the Owner.

No bidder may withdraw his bid within sixty (60) days after the opening thereof, but may withdraw same at any time prior to the opening thereof. Bidder must sign the statement of non-collusion in accordance with Chapter 751 of the Laws of the State of New York.

Donna L. Braun
City Clerk/Treasurer
City of North Tonawanda

N#351407

7/22/2025


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

AUG 05 2025

July 17, 2025

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

Dear Honorable Body:

I am requesting to re-appoint Lauren Gately, 6710 Elbert Drive, North Tonawanda, NY 14120 as a Commissioner of Deeds for the City of North Tonawanda. Effective August 6, 2025, and ending August 5, 2027.

Sincerely,



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

2025 JUL 17 PM 12:44
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

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.1

July 30th, 2025

AUG 05 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 August 5th, 2025, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2025 JUL 30 AM 11:42
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

JEFFREY ZELLNER
CITY ACCOUNTANT

JENNIFER CRESS
PAYROLL PERSONNEL SPECIALIST

SHERI GAMPP
JUNIOR ACCOUNTANT

City of North Tonawanda

DEPARTMENT OF ACCOUNTING
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FAX: (716) 695-8573

VII.2

AUG 05 2025

July 30, 2025

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

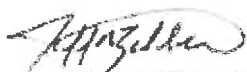
Dear Honorable Body,

In accordance with the City of North Tonawanda 2025 Community Center plan, please find attached a SEQR Resolution prepared by our Bond Counsel, Harris Beach, LLP, for your consideration. This resolution pertains to the environmental review classification for Community Center project and is associated with NY Bricks Grant, totaling a maximum cost not to exceed \$15,000,000.

As outlined, each project has been classified as a "Type II" Action under SEQRA regulations and therefore does not require further environmental review.

We respectfully request the adoption of this resolution by the Common Council and that it be included in the official meeting record.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2025 JUL 31 AM 11:39
NORTH TONAWANDA, NY
RECEIVED
CITY CLERK'S OFFICE

STATE OF NEW YORK)
COUNTY OF NIAGARA) ss:

I, the undersigned City Clerk-Treasurer of the City of North Tonawanda, Niagara County, New York (the "City") DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting City Clerk-Treasurer of the City and the custodian of the records of the City, including the minutes of the proceedings of the Common Council, and am duly authorized to execute this certificate.

2. A regular meeting of the Common Council of the City was held on August 5, 2025, and Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Board.

3. Attached hereto is a true and correct copy of a Resolution duly adopted at a regular meeting of the Common Council held on August 5, 2025 and entitled:

A RESOLUTION, DATED AUGUST 5, 2025, OF THE CITY OF NORTH TONAWANDA, COUNTY OF NIAGARA, NEW YORK AS TO SEQRA DETERMINATION.

4. That said meeting was duly convened and held and that said resolution was duly adopted in all respects in accordance with the law and regulations of the City. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Common Council was present throughout said meeting, and a legally sufficient number of members (majority of the Common Council) voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to said meeting and the adoption of the resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

5. Public Notice of the time and place of said meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Board had due notice of said meeting and that the meeting was in all respects duly held and a quorum was present and acted throughout.

6. The seal appearing below constitutes the official seal of the City and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the City of North Tonawanda this 5th day of August, 2025.

CITY OF NORTH TONAWANDA

[SEAL]

By: _____
Donna Braun, City Clerk-Treasurer

**A RESOLUTION, DATED AUGUST 5, 2025 OF THE CITY OF NORTH
TONAWANDA, COUNTY OF NIAGARA, NEW YORK AS TO SEQRA
DETERMINATION**

WHEREAS, the Common Council of the City of North Tonawanda, located in the County of Niagara, State of New York (the "City"), desires to finance the construction and reconstruction of improvements to the City's community center, all at a maximum cost not to exceed \$15,000,000 (the "Project"); and

WHEREAS, said Project is subject to classification under the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the Common Council of the City, as the only involved agency, has examined all information related to the Project and has determined that the Project is classified as a "Type II" Action pursuant to Section 6.17.5(c) of the SEQRA Regulations;

WHEREAS, the SEQRA Regulations declare "Type II" Actions to be actions that require no further review under SEQRA; and

NOW, THEREFORE, BE IT RESOLVED that the Common Council hereby declares itself lead agency in connection with the requirements of SEQRA; and

BE IT FURTHER RESOLVED that the Common Council hereby declares that the Project is a "Type II" Action, which requires no further review under SEQRA.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

AYE: NAY:

Joseph Lavey, Jr., President, Alderman-at-Large
Robert Schmigel, 1st Ward Alderman
Frank DeBernardo, 2nd Ward Alderman
Joe Marranca, 3rd Ward Alderman
Joe Loncar, Alderman-at-Large

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

Dated: August 5, 2025

APPROVED BY:

Austin J. Tylec,
Mayor of the City of North Tonawanda
Date: August ____, 2025

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.3

AUG 05 2025

July 30, 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 the City of North Tonawanda 2025 Community Center please find a Bond Anticipated Note resolution in aggregate amount of \$ 15,000,000 from our Bond Counsel, Harris Beach, LLP.

Accordingly, please have this resolution adopted by at least a two-thirds vote of the body and have it published in the official newspaper of the City, together with the legal notice of estoppel.

This resolution is for the 2025 Community Center project and associated with NY Bricks Grant

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 31 AM 11:39
NORTH TONAWANDA NY

BOND RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NORTH TONAWANDA, NIAGARA COUNTY, NEW YORK (THE "CITY") AUTHORIZING THE ISSUANCE OF \$15,000,000 IN SERIAL BONDS OF THE CITY TO FINANCE THE CONSTRUCTION AND RECONSTRUCTION OF IMPROVEMENTS TO THE CITY'S COMMUNITY CENTER

WHEREAS, the Common Council of the City of North Tonawanda (the "City") proposes to authorize the issuance of \$15,000,000 in serial bonds of the City to finance the construction and reconstruction of improvements to the community center in and for the City of North Tonawanda, including all ancillary, incidental and related equipment, machinery, apparatus, costs and expenses thereof (the "Project") at an estimated maximum cost of \$15,000,000; and

WHEREAS, immediately prior to the adoption of this resolution, the Common Council of the City determined pursuant to the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation promulgated thereunder (collectively, "SEQRA"), determined that the Project constitutes a "Type II" action within the meaning of the SEQRA and therefore no further action under SEQRA with respect to the Project need be taken by the Town Board; and

WHEREAS, the Common Council now wishes to appropriate funds for the Project and to authorize the issuance of the City's serial bonds and bond anticipation notes to be issued to finance said appropriation.

NOW, THEREFORE, THE COMMON COUNCIL (the "Common Council") OF THE CITY OF NORTH TONAWANDA, NIAGARA COUNTY, NEW YORK HEREBY RESOLVES (by the affirmative vote of not less than two-thirds of all the members of such body), AS FOLLOWS:

SECTION 1. The City is hereby authorized to undertake the construction and reconstruction of improvements to the community center in and for the City of North Tonawanda, including all ancillary, incidental and related equipment, machinery, apparatus, costs and expenses thereof. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$15,000,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of up to \$15,000,000 in serial bonds of the City authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds, (ii) the application of up to \$10,000,000 in grant monies expected to be received by the City to pay or reimburse costs of the Project (including the possible repayment of bond anticipation notes issued to finance such costs), the receipt of which shall reduce the amount of serial bonds authorized herein *pro tanto*, and (iii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the City to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the City in the principal amount of \$15,000,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance the Project.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned class of object or purpose is twenty-five (25) years, pursuant to subdivision 12(a)(1). of paragraph a. of Section 11.00 of the Law.

SECTION 4. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

SECTION 5. The temporary use of available funds of the City, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purpose described in this resolution. This resolution shall constitute a declaration of "official intent" to reimburse the expenditures as part of the project described herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulation Section 1.150-2.

SECTION 6. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the City, payable as to both principal and interest by a general tax upon all the real property within the City without legal or constitutional limitation as to rate or amount. The faith and credit of the City are hereby irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the City by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of said obligations, and of Section 21.00, Section 50.00, Section 54.90, Sections 56.00 through 60.00, Section 62.10 and Section 63.00 of the Law, the powers and duties of the Common Council relative to authorizing bond anticipation notes and prescribing the terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the City Clerk-Treasurer, the chief fiscal officer of the City. However, prior to the sale and issuance of any obligations authorized herein, after reviewing such terms, form and contents, the Common Council shall adopt an additional resolution authorizing the City-Clerk Treasurer to issue said obligations authorized herein. Further, pursuant to subdivision b. of Section 11.00 of the Law, in the event that bonds to be issued for any of the objects or purposes authorized by this resolution are combined for sale, pursuant to subdivision c. of Section 57.00 of the Law, with

bonds to be issued for one or more other objects or purposes authorized by this resolution or other resolutions of the Common Council, then the power of the Common Council to determine the “weighted average period of probable usefulness” (within the meaning of subdivision a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the City Clerk-Treasurer, as the chief fiscal officer of the City.

SECTION 8. The City Clerk-Treasurer is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for Federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”) and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as “qualified tax-exempt bonds” in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The City Clerk-Treasurer is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchaser of any of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The intent of this resolution is to give the City Clerk-Treasurer sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of this Common Council.

SECTION 11. The validity of the bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the City is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 12. This resolution shall take effect immediately upon approval by the Mayor and the City Clerk-Treasurer is hereby authorized and directed to publish the foregoing resolution in full, or a summary thereof, together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the official newspaper(s) of the City (a) for such publication, and (b) for the publication of the notice of sale in connection with any bonds issued pursuant to this resolution.

The following vote was taken and recorded in the public or open session of said meeting:

AYES:

NAYS:

Joseph Lavey, Jr., President, Alderman-at-Large
Robert Schmigel, 1st Ward Alderman
Frank DeBernardo, 2nd Ward Alderman
Joe Marranca, 3rd Ward Alderman
Joe Loncar, Alderman-at-Large

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

Dated: August 5, 2025

APPROVED BY:

Austin J. Tylec,
Mayor of the City of North Tonawanda
Date: August ____, 2025

STATE OF NEW YORK)
COUNTY OF NIAGARA) ss:

I, the undersigned City Clerk-Treasurer of the City of North Tonawanda, Niagara County, New York (the "City"), DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting City Clerk-Treasurer of the City and the custodian of the records of the City, including the minutes of the proceedings of the Common Council of the City, and am duly authorized to execute this certificate.

2. A regular meeting of the Common Council of the City (the "Common Council") was held on August 5, 2025, Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with the law for the purpose of recording the minutes of meetings of said Common Council. Attached hereto is a true and correct copy of a resolution duly adopted at said meeting and entitled:

BOND RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF
NORTH TONAWANDA, NIAGARA COUNTY, NEW YORK (THE "CITY")
AUTHORIZING THE ISSUANCE OF \$15,000,000 IN SERIAL BONDS OF THE
CITY TO FINANCE THE CONSTRUCTION AND RECONSTRUCTION OF
IMPROVEMENTS TO THE CITY'S COMMUNITY CENTER

3. Public Notice of the time and place of said meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Common Council had due notice of said meeting. The meeting was duly convened and held and that said Bond Resolution was duly adopted in all respects in accordance with the law and regulations of the City. To the extent required by law or said regulations, due and proper notice of the meeting was given. A legal quorum of members of the Common Council was present throughout said meeting, and a legally sufficient number of members (2/3's of the Common Council) voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to said meeting and the adoption of the resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

4. The seal appearing below constitutes the official seal of the City and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the City of North Tonawanda this 5th day of August, 2025.

CITY OF NORTH TONAWANDA

[SEAL]

By: _____
Donna Braun, City Clerk-Treasurer

ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted by the Common Council of the City of North Tonawanda on August 5, 2025, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the City of North Tonawanda, Niagara County, New York is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Donna Braun, City Clerk-Treasurer
City of North Tonawanda

SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Common Council of the City of North Tonawanda on August 5, 2025.

1. The resolution is entitled “BOND RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NORTH TONAWANDA, NIAGARA COUNTY, NEW YORK (THE “CITY”) AUTHORIZING THE ISSUANCE OF \$15,000,000 IN SERIAL BONDS OF THE CITY TO FINANCE THE CONSTRUCTION AND RECONSTRUCTION OF IMPROVEMENTS TO THE CITY’S COMMUNITY CENTER”
2. Object or Purpose: finance the construction and reconstruction of improvements to the community center in and for the City of North Tonawanda, including all ancillary, incidental and related equipment, machinery, apparatus, costs and expenses thereof.
3. Period of Probable Usefulness: 25 years.
4. Amount of Debt Obligations Authorized: \$15,000,000.

The resolution summarized herein shall be available for public inspection during normal business hours at the offices of the City Clerk-Treasurer, City of North Tonawanda, City Hall, 216 Payne Avenue, North Tonawanda, New York 14120.



DEPARTMENT OF POLICE

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

TELEPHONE:

(716) 692-4111

FACSIMILE:

(716) 692-4321

XL

AUG 05 2025

To: Mayor Tylec / Common Council
From: Chief Glass 182
Date: 07-21-2025
Re: Lieutenant promotion

Dear honorable body:

Detective Timothy Bakula will be promoted to the position of police lieutenant to fill the vacancy created by Captain Day's promotion. Detective Bakula's promotion will take effect on July 22, 2025.

Administration of oath will be given on Tuesday, July 22, 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 21 AM 9:35
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

AUG 05 2025

To: Mayor Tylec / Common Council
From: Chief Glass 182
Date: 07-28-25
Re: Detective promotion

I promoted Officer Marco Santiago to the rank of police detective to fill the vacant position created by the promotion of Detective Timothy Bakula to lieutenant.

Officer Santiago's promotion will be effective on August 7, 2025.

The administration of oath will be given on Thursday, August 7, 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 28 PM1:30
NORTH TONAWANDA NY



Department of Police
CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, N.Y. 14120-5491

TELEPHONE
(716) 692-4111
FACSIMILE
(716) 692-4321
EMERGENCY NO.
9-1-1

X3

AUG 05 2025

July 29, 2025

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

Dear Honorable Body:

Would you please appoint Marco A. Santiago as Commissioner of Deeds for the City of North Tonawanda, effective from August 7, 2025 and ending on August 6, 2027.

Respectfully,

A handwritten signature in black ink, appearing to read "K. Glass", is positioned above the printed name.

Keith T. Glass

Chief of Police

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 29 AM 11:19
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

July 30, 2025

Mayor Austin Tylec and
The North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

AUG 05 2025

Dear Honorable Body,

I hired Jordan Fox-Stoddard, Nicholas Castile, and Ethan Cress to fill the three vacancies in our department caused by retirements. The effective hire date for these new officers will be August 1, 2025, and they will be sworn in on July 31, 2025, at 9:00am in the common council chambers. All three new officers will attend the Niagara County Law enforcement Academy beginning on August 4, 2025.

Respectfully,

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 30 AM 11:09
NORTH TONAWANDA NY

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

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



July 30, 2025

XIV
AUG 05 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.

The proposal from Buffalo Tiki Tours Inc- DBA TNT Tiki Tours was approved at last council meeting. Attached you will find a fully executed contract for your approval. The contract includes the agreed upon prorated rate for the 2025 season, as well as all details and requirements as it pertains to expectations of their operation at Gateway Harbor.

Respectfully Submitted,



Alex Domaradzki
Director of Youth, Recreation, Parks & Seniors

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 30 PM2:18
NORTH TONAWANDA NY

LEASE AGREEMENT

Made and entered into this 5th day of August 2025, by and between the CITY OF NORTH TONAWANDA, as a municipal corporation, 216 Payne Ave, North Tonawanda, NY 14120 (hereinafter "LESSOR") and BUFFALO TIKI TOURS INC DBA TNT TIKI TOURS. A corporation, 2150 Lancelot Drive, Niagara Falls, NY 14304 (hereinafter "LESEE").

WHEREAS, the LESSOR owns operates and maintains property located on the northerly side of the Erie Barge Canal in the City of North Tonawanda, lying west of Oliver Street and adjacent to 184 Sweeney Street, and is described more fully in the highlighted portion of attached Exhibit "A" and

WHEREAS the LESSEE desires to lease 50 feet of exclusive dock space as indicated on Exhibit "A" for the purpose of docking its Tiki Tour watercraft to provide boat cruises to and from the City of North Tonawanda on the Erie Barge Canal and Niagara River, and

WHEREAS, in an effort to promote the City of North Tonawanda through TNT's Tiki Tours boat cruises on the Erie Barge Canal and Niagara River, the City desires to make the aforementioned 50 feet of dock space available exclusively for use by the lessee, and

NOW, THEREFORE, in consideration of the covenants and conditions set forth, the LESSOR hereby agrees to lease 50 feet of said dock space from May 15 to October 15 of each year and LESSEE hereby accepts said premises herein set forth and upon the terms, conditions and provisions set forth and stated in this agreement.

WITNESSETH:

WHEREAS, LESSOR has declared its intention to lease the aforementioned 50 feet of dock space located on the northerly side of the Erie Barge Canal in the City of North Tonawanda, lying west of Oliver Street and adjacent to 184 Sweeney (See Exhibit A" attached) for the purpose of promoting the City of North Tonawanda through TNT Tiki Tours boat cruises on the Erie Barge Canal and Niagara River, and

WHEREAS, the North Tonawanda Common Council has determined that said lease of 50 feet of dock space from May 15 to October 15 of each year for the purpose of promoting the City of North Tonawanda constitutes a public purpose, and the aforementioned 50 feet of dock space will not be needed for any other public purpose during the term of this lease. In the event the City of North Tonawanda determines that it is

necessary for the property to be utilized for any other public purpose, said lease shall immediately terminate upon written notice to LESSEE, and

WHEREAS, the term of the lease is from May 15 to October 15 for 4 (four) years beginning upon the signing of this Agreement and continuing until October 15, 2028, subject to either party's right to cancel this lease. Specifically, said lease shall automatically renew upon yearly proof of insurance and annual payment of rent by LESSEE as set forth herein.

NOW, THEREFORE, for good and valuable consideration as hereinafter set forth, the parties agree and contract as follows:

1. The LESSEE shall pay LESSOR the amount of \$2,800 per year in consideration for exclusive use of the aforementioned 50 feet of dock space from May 15 to October 15. Said consideration shall be tendered to

NT Parks & Recreation Department
500 Wheatfield Street
North Tonawanda, NY 14120

In the following scheduled monthly payments:

Payment 1: \$700 due June 30 of each year

Payment 2: \$700 due July 31 of each year

Payment 3: \$700 due August 31 of each year

Payment 4: \$700 due September 30 of each year

Note: For the 2025 season, a pro-rated rate of \$1,590.00 has been agreed upon with 3 payments of \$530 (due August 31, September 30 and October 31).

2. In consideration of use of the dock space set forth in attached Exhibit "A", LESSEE shall maintain and provide for general upkeep of the dock space which shall include but not be limited to keeping the area free from garbage and debris.
3. LESSEE shall furnish to the LESSOR the following insurance coverages (set forth in attached Exhibit "B"), provided on an annual basis for the duration of this agreement.

4. LESSEE 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
5. 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. All approved alterations will be done at the LESSEE's expense.
6. The LESSEE hereby covenants and agrees to indemnify and save harmless the LESSOR from all fines, suits, claims, demands and actions resulting from its intentional, reckless or negligent acts of any kind and nature due to its operation pursuant to this lease. Lessee further agrees to assume all the risk in the operation of its business and shall be solely responsible and answerable in damages for any and all accidents or injuries to a persons or property resulting from its intentional, reckless or negligent acts in the operation of its business under this lease. It is understood and agreed that the specified amounts of insurance set forth in paragraph 3 herein in no way limit the liability of the LESSEE. The LESSEE shall carry insurance in such amounts as to indemnify and save harmless the LESSOR from all claims, suits demands and actions resulting from LESSEE'S intentional, reckless and negligent acts in the operation of its business under the terms of this lease.
7. The designated 50 feet of dock space will be for the exclusive use of TNT Tiki Tours from May 15 to October 15.
8. In addition to the aforementioned 50 feet of dock space, LESSOR shall provide a mutually agreeable area adjacent to the leased dock space for signage in order to promote LESSEE'S business and the City of North Tonawanda.
9. The LESSEE shall allow the LESSOR'S authorized representative access to premises at all reasonable hours for the purpose of examining and inspecting said premises for any purposes necessary, incidental to, or connected with the performance of its obligations hereunder or in the exercise of its governmental functions.
10. The LESSEE shall not assign, transfer, sublease, pledge, surrender or otherwise encumber or dispose of this lease or any estate created by this lease, or any interest in any portion of it, or permit any other person or persons, company or corporation to occupy the premises without the written consent of the LESSOR. Written consent by LESSOR to assign transfer or sublease shall not be unreasonably withheld, but shall be subject to scrutiny and approval of LESSOR. Any CONSENT BY lessor to assign, transfer or sublease shall be further subject to renegotiation of this lease with the proposed assignee, transferee of sub lessee.

11. This lease shall terminate immediately upon LESSEE'S dissolution or transfer or ownership of TNT Tiki Tours. At the expiration, or earlier termination of this agreement, the LESSEE shall promptly surrender the possession of the premises to the LESSOR.
12. Any waiver or any breach of covenants herein contained to be kept and performed by the LESSEE shall not be deemed or considered as a continuing waiver and shall not operate to bar or prevent the LESSOR from declaring a forfeiture for any succeeding breach of either the same condition or covenant or otherwise.
13. The LESSEE will make no unlawful or offensive use of the premises. LESSEE shall maintain the dock space and surrounding area more fully set forth in attached Exhibit "A". Such maintenance by LESSEE shall include, but not be limited to keeping the area free from debris and disposal of garbage.
14. The LESSOR shall have the right to and shall adopt and enforce reasonable rules and regulations with respect to the use of the dock space and related facilities which LESSEE agrees to observe and obey. The LESSEE shall observe and obey all the laws, ordinances, regulations and rules of the federal, state, COUNTY AND lessor WHICH MAY BE APPLICABLE.
15. It is understood and agreed that nothing contained herein is intended or should be construed as any away creating or establishing the relationship of co-partners between the parties hereto, or as constituting the LESSEE as the agent, representative, or employee of the LESSOR for any purpose or in any manner whatsoever.
16. Notwithstanding anything to the contrary, the City or the LESSEE reserves the right to cancel this lease. Should either party exercise its right to cancel this lease, it shall communicate this intention in writing. Said written intention shall be communicated to the other party no later than March 1 of the year in which the party wishes to exercise its right to cancel. Upon such termination being given the LESSEE shall immediately vacate the leased premises.
17. This lease shall supersede and rescind as null and void any present lease in existence at the present time.

WHEREFORE, the parties hereto have set their hands and seals the day and year first above written.

CITY OF NORTH TONAWANDA

By

Austin Tylec, Mayor

BUFFALO TIKI TOURS INC
DBA TNT TIKI TOURS

By

Craig Schultz, President

XVII

July 21st, 2025

AUG 05 2025

Donna Braun

City Clerk/ Treasurer

216 Payne Avenue North Tonawanda, NY 14120

Traffic Safety Minutes:

The July meeting of the North Tonawanda Traffic Safety Committee was called to order at 1800 hours. Roll call showed the following members present: M. Meisenburg, R. Frank, M. Lemke, J. Sikora, N. Ferguson, M. Nalbone, N. Phelps, and R. Brennan. The minutes from the previous meeting were read and accepted, the following new concerns/requests were discussed, and recommendations made.

1. Request at 1690 Eddy for an autistic signage in both directions for a little boy named Julian. Mother stated he is a level 2 autistic. The committee agreed on the installation.
2. Request from Jacob Quinn to install 8 speed bumps two on each of the following streets. Cambridge, Ohio, Deerfield and Abington. Ohio street we have added a stop sign at Ardmore reducing the speed coming off the Boulevard. Member Frank has been monitoring the speeds on the other streets. The committee denied the installation of the 8 speed bumps and will continue to monitor the locations.
3. An emergency request at 16th and Carr to install stop signs on Carr making it a 4 – way stop. There was a serious accident between a motor vehicle and a E – bike resulting in serious injuries and a canine that resulted to be fatal. Member Meisenburg and his team quickly took action to install the stop signs on Carr making this intersection hopefully much safer.
4. Member Frank has been monitoring the speeding on the following streets this month. Carr, East, Meadow and Wright.

The next Traffic Safety Meeting will be held on August 18th, 2025.
Travel safely!

Matthew R. Meisenburg

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2025 JUL 30 AM 10:07
NORTH TONAWANDA NY



Department of Police
CITY OF NORTH TONAWANDA
216 Payne Avenue
North Tonawanda, N.Y. 14120-5491

TELEPHONE
(716) 692-4111
FACSIMILE
(716) 692-4321
EMERGENCY NO.
9-1-1

XXV .1

July 18, 2025

AUG 05 2025

Honorable Mayor Austin J. Tylec and
Members of the City of North Tonawanda Common Council

Dear Sirs,

Please find the attached Summary of Police Activities Report, the Summary of Criminal Activities Report, and the V&T Report for the month of JUNE 2025.

Respectfully Submitted,

Keith T. Glass
Chief of Police

cc: Joe Loncar
cc: Robert Schmigel
cc: Frank DiBernardo
cc: Joseph Lavey Jr.
cc: Joe Marranca

KTG/as

2025 JUL 18 PM2:46
NORTH TONAWANDA NY

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CITY CLERK'S OFFICE

<p style="text-align: center;">NORTH TONAWANDA POLICE DEPARTMENT</p> <p style="text-align: center;">SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF JUNE 2025</p>

CRIMINAL

Complaints received and investigated					96
Complaints cleared by arrest or exceptional clearance					39
Complaints ruled unfounded					0
Number of males arrested	under 18:	1	over 18:	24	25
Number of females arrested	under 18:	0	over 18:	8	8
Arrests for other authorities					0
Failure to Appear/Violation of Probation Warrant Arrests					16

TRAFFIC

Traffic summonses issued	850
DWI arrests	9
Parking tags issued	17

MISCELLANEOUS

Miscellaneous service	2,518
Incident reports	131
Vehicle accidents	54
Vehicle accidents (fatal)	0
Vehicle stops	843
Police escorts	1
Prisoner meals	74
Mug shots taken	37
Fingerprints taken	37
Persons missing and located	1
Automobiles stolen	3
Automobiles recovered	3
Automobiles recovered for other authorities	0
Record check fees	\$200.00
Photocopy fees	\$288.00
Fines collected	\$55,978.00
Value of property damaged	\$4,730.00
Value of property stolen	\$120,294.42
Value of property recovered	\$75,039.12

Respectfully submitted,



Keith T. Glass
Chief of Police

KTG/as

<p style="text-align: center;">NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF JUNE 2025</p>
--

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

<u>TYPE OF OFFENSE</u>	<u>COMPLAINTS</u>		
	Received	Cleared	Unfounded
AGG. ASSAULT	6	4	0
ALL OTHER OFFENSES	13	10	0
ARSON	0	0	0
BURGLARY	3	1	0
COERCION	0	0	0
CRIMINAL MISCHIEF	11	2	0
CRIM POSS WEAPON	2	2	0
DIS CON	2	2	0
HARASSMENT (SIMPLE ASSAULT)	17	10	0
DRUG OFFENSES	3	0	0
EMBEZZLEMENT	0	0	0
FAILURE TO APPEAR	16	16	0
FORGERY	0	0	0
FRAUD (ID THEFT)	3	0	0
LARCENY	23	2	0
LEAVING THE SCENE	7	0	0
MURDER	0	0	0
RAPE	0	0	0
ROBBERY	0	0	0
SEXUAL OFFENSES	0	0	0
POSSESSION OF STOLEN PROPERTY	3	1	0
UNAUTH USE M/V	3	0	0
VIOL OF PROBATION	0	0	0
ARRESTS FOR OTHER AUTHORITIES		0	
ARRESTS/CLEAR COMPS. FM PREV MONTHS		5	
TOTALS	112	55	0

V & T REPORT FOR THE MONTH OF JUNE 2025

TRAFFIC INFRACTIONS:

SPEEDING	305
REDLIGHT VIOLATION	60
STOP SIGN VIOLATION	126
NO REGISTRATION	13
NO LICENSE	14
FAULTY EQUIPMENT	15
NO INSPECTION	23
FAILED TO YIELD RIGHT OF WAY	5
SEAT BELT VIOLATION	17
NO INSURANCE	5
LICENSE PLATE VIOLATION	11
IMPROPER TURN	7
DROVE ON LEFT SIDE OF PAVEMENT MARKINGS	1
FAILED TO KEEP RIGHT	1
LEAVING SCENE OF INCIDENT	5
FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST	0
AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE	1
FAILURE TO NOTIFY COMMISSIONER OF CHANGE OF ADDRESS	0
UNSAFE BACKING	3
MISCELLANEOUS	148
TOTAL	760

TRAFFIC MISDEMEANORS:

DWI	15
OPERATING WHILE REGIS. SUSPENDED/REVOKED	9
AGGRAVATED UNLICENSED OPER 3RD	26
AGGRAVATED UNLICENSED OPER 2ND	23
RECKLESS DRIVING	0
LEAVING SCENE INJURY ACCIDENT	0
DISPLAY FORGED CERTIFICATE W/O INSPECTION	0
OPER MV WHEN LICENSE/REGISTRATION IS SUSPENDED	4
FAILURE TO SURRENDER SUSP/REVOKED LICENSE/REGIS	9
USE/LEASE/RENTED/LOANED VEHICLE W/O INTERLOCK DEVICE	1
EQUIPMENT VIOLATIONS - MISDEMEANOR	0
FAIL TO SECURE SHIFTABLE LOAD/LOGS INSECURELY FASTENED	0
ILLEGAL SPEED CONTEST	0
POSSESSION OF A LOADED FIREARM IN/ON VEHICLE	0
UNLAWFUL DISPOSAL TRAFFIC SUMMONS	0
FAIL TO SURRENDER ITEMS AFTER REVOCATION	1
TOTAL	88

TRAFFIC FELONIES:

AGGRAVATED UNLICENSED OPERATION 1ST	0
AGGRAVATED DWI/CHILD IN VEHICLE	2
OPERATE MV .08 OF 1% OR MORE ALC-PRIOR CONV DESIG	0
DWI/PREVIOUS CONVICTION W/IN 10 YEARS	0
DRIVING W/ABILITY IMPAIRED BY DRUG(SPECIAL)	0
DRIVING W/ABILITY IMPAIRED BY DRUG(FELONY)	0
LEAVING SCENE ACCIDENT RESULTING IN SERIOUS INJURY	0
TOTAL	2

FINES (CITY IMPOSED):

TRAFFIC	\$2,978.00
TRAFFIC (PARKING)	\$52,110.00
CITY (PL,LOC,ABC)	\$70.00
BAIL FORFEITURE	\$0.00
PARKING TAGS	<u>\$820.00</u>
TOTAL	\$55,978.00

MUG SHOTS: 37

PARKING TAGS: 17

MEAL TICKETS: 74



City of North Tonawanda

XXIX

Department of Community Development
500 Wheatfield Street
North Tonawanda, New York 14120

July 21, 2025

Telephone: (716) 695-8580

AUG 05 2025

Honorable Austin J. Tylec, Mayor
and Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, New York 14120

**Re: Downtown Revitalization Initiative (DRI) Oliver Street Walkability & Implementation of Smart Growth 2.0 Amendment Agreement No. 3
Additional Green Resiliency Grant (GRG) Services**

Dear Honorable Body:

Through the GRG grant contracting with New York State Environmental Facilities Corporation (NYSEFC), updates to the Feasibility Study submitted during the grant application needed to be completed. This was a scope change from our original contract with LaBella Associates. Enclosed is a scope and cost proposal from JM Davidson, the subconsultant for LaBella, Associates, to complete these additional design services for the Oliver Street Walkability Project.

Accordingly, I respectfully request that the Common Council approve the enclosed agreement for additional design services with LaBella Associates, 300 State Street, Suite 201, Rochester, NY 14614; in an amount of \$5,000; and authorize the Mayor to sign said agreement subject to review by the City Attorney.

Please let me know if you have any further questions or concerns. Thank you for your consideration.

Very truly yours,

Laura Wilson
Director of Community Development

LW:cls

Cc: file
Chelsea L. Spahr, PE, City Engineer
Edward A. Zebulske III, City Attorney
John Urban, Superintendent of Public Works
Jeffery Zellner, City Accountant
Douglas C. McCord, RLA, LaBella Associates

2025 JUL 30 AM 10:08
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

DATE: July 23, 2025
CLIENT: City of North Tonawanda
PROJECT: Oliver Street Walkability & Green Resiliency
TASK TITLE: Green Resiliency Grant -Feasibility Study Update
REQUESTED BY: Doug McCord, PM

PROPOSAL NUMBER: 2242447.01-1
PROJECT NUMBER: 2242447.01
PHASE NUMBER: _____
MODIFICATION NUMBER: 2

DESCRIPTION OF SCOPE/BUDGET CHANGE (reference attached scope and fee exhibits if applicable):

Reference Letter to Doug McCord dated 6/20/2025 from J M Davidson Engineering, DPC (attached).

SCHEDULE:

Changes to Schedule: None Start: _____ Completion Date: _____

This Modification Form is considered an extension of our original Agreement for this project dated May 7, 2024 and all terms and conditions of the original Agreement apply. This Contract Modification (including schedule and fee) is only valid for 30 days from issuance.

BUDGET/FEE:

1. Previously-approved budget/fee for this task: \$ 233,770.00
2. Labor: ☐ LUMP SUM FEE or \$ _____
☒ TIME & MATERIALS ESTIMATE \$ 5000.00
3. Sub-Consultant Estimate: \$ 0
4. Reimbursables Estimate: \$ 0
5. Total for this Modification (lines 2+ 3+ 4): \$ 5000.00
6. TOTAL Revised Budget/Fee: (lines 1 +5) \$ 238,770.00
7. Additional Retainer Required: \$ 0

Please review and call with any questions. Receipt of this signed document and any additional retainer required will be authorization to schedule this work. We look forward to working with you on this project.

LABELLA:

Signature: *Douglas C. McCord*
Printed Name: Douglas C. McCord

Title: Project Manager
Date: July 23, 2025

CLIENT AUTHORIZATION TO PROCEED:

Signature: _____
Printed Name: _____

Title: _____
Date: _____

COMMENTS/DIRECTION: _____

CC: Ed Flynn

June 20, 2025

Doug McCord, RLA
Senior Landscape Architect
LaBella Associates
300 State Street, Suite 201
Rochester, NY 14614

**SUBJECT: SCOPE AND COST PROPOSAL
 OLIVER STREET WALKABILITY
 GREEN RESILIENCY GRANT (GRG) FEASIBILITY STUDY REVISIONS
 CITY OF NORTH TONAWANDA, NEW YORK**

Dear Mr. McCord,

JM Davidson Engineering, D.P.C. (JMD) appreciates the opportunity to submit the following scope and cost proposal for the above referenced project. JMD is a licensed design professional corporation and has been certified as both a Women Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE) in New York State. We are also certified as a WBE by the County of Erie & City of Buffalo Joint Certification Committee.

SCOPE OF WORK

JMD proposes the following scope of work under this proposal:

Task 1: Green Resiliency Grant (GRG) Feasibility Study Revision

1. JMD will prepare a feasibility study for the Oliver Street Walkability Project following the GRG guidelines. The study will document the existing conditions of the project site, including additional information regarding utilities, drainage patterns, and subsurface conditions that were learned throughout the course of the design project.
2. Provide updated green infrastructure water quality volume calculations documenting the anticipated treatment that will be provided in the project area based on the most recent plans.
3. Provide an updated cost estimate of the project costs associated with the green infrastructure work within the project corridor.

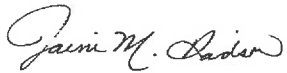
FEES AND TERMS

Services described above shall be provided for a Lump Sum fee of **\$5,000**.

JMD looks forward to working with you on this important project. If you have any questions regarding this proposal, please contact me at (716) 453-1646.

Sincerely,

JM Davidson Engineering, D.P.C.

A handwritten signature in black ink that reads "Jaime M. Davidson". The signature is written in a cursive style with a large initial 'J' and a stylized 'M'.

Jaime Davidson, PE
President

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

CFO-A

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

July 17, 2025

AUG 05 2025

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

Dear Honorable Body:

I Donna L. Braun, 175 Lincoln Avenue, North Tonawanda, NY 14120 am asking to be re-appointed as a Commissioner of Deeds for the City of North Tonawanda. Effective August 6, 2025, and ending August 5, 2027.

Sincerely,



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

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 17 PM12:45
NORTH TONAWANDA NY

CFO - B.

For Use of Municipal Facilities or Property of
The City of North Tonawanda
By an organization or Business

AUG 05 2025

- PORCHFEST -

Name of Organization (if applicable) _____
Name of Representative/Organizer PATRICK STANCZYK
Mailing Address 386 OLIVER STREET NORTH TONAWANDA NY 14120
Phone 716-418-3828
Email db4sauces@gmail.com

Requests use of the following: Park, Public Area, Building, or Road

Close Oliver Street between Robinson and Keil

Rooms (if applicable) _____

☐ Other (specify) _____

Supplies if needed _____

Other (describe) 10 _____

Date(s): 8/1/2025 Time(s): Start 12 ☐ AM ☒ PM: End 6 ☐ AM ☒ PM:

Please describe activity PORCHFEST - FOOD PROVIDED BY LIONS CLUB - PORTA-POTTY BANDS

DEPARTMENT INFORMATION

Are Street Closures Required? Yes ☒ No ☐ If Yes, What Streets: Oliver (Between Robinson and Keil)

Are City Garbage Totes Needed? Yes ☐ No ☒

Will Any Fire Hydrants Be in Use? Yes ☐ No ☒

Will There be Fireworks? Yes ☐ No ☒

Does the Event Have Tents? Yes ☐ No ☒

Will items be sold at the Event? Yes ☐ No ☒

Does the Event Use a City Pavilion or Bandshell? Yes ☐ No ☒

Will any Sound Systems be in Use for this Event? Yes ☐ No ☒

Will Alcohol be Served at the Event? Yes ☐ No ☒

Will Amusement Rides be in Use for this Event? Yes ☐ No ☒

Are there going to be Portable Toilets? Yes ☒ No ☐

If yes, what company will be supplying them? Julie Portable Toilets

2025 JUL 21 AM 9:51
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

Will there be any food vendors operating an open flame? Yes ☒ No ☐

If yes, please list names of organizations LIONS CLUB

Will you require any city police/fire assistance? Yes ☐ No ☒

Is DPW Support needed? (Barricades Signs, Etc.)? Yes ☒ No ☐

Have you Notified affected Residents and Businesses? Yes ☒ No ☐

If yes, What Comments (if any) have they had? NO OBJECTION

It is mutually agreed that only the facilities listed above are to be used by the above-named organization and only for the date(s) and time(s) requested.

Date 7-20-25 Signature of Organization Representative [Signature]

Remarks _____

Note: It may become necessary to displace a group/activity due to unforeseen circumstances.

****Please attach signed copies of the Facilities Use Agreement/Rules and Regulations and Hold Harmless**

****Include Insurance Requirements as described in Appendix A**

****Include Map/ Area/ Diagram of Event Layout**

City Authorization

Date _____ Signature of The Mayor _____

Date _____ Signature of The Clerk/Treasurer _____

Insurance Certificate Required ☐ YES ☐ NO

Certificate Provided ☐ YES ☐ NO

BLOCK PARTY AND/OR STREET CLOSURE REQUEST

Required Identification

Name of Organization (if applicable) _____

Mailing Address 386 OLIVER STREET NORTH TONAWANDA NY 14120

Phone 716-418-3828

Email db4sauces@gmail.com

Requests use of the following: road/street _____

CLOSE OLIVER BETWEEN ROBINSON AND KEIL

Supplies if needed _____

Other (describe) _____

Date(s): 8/10/2025 Time(s): Start 12 ☐ AM ☒ PM: End 6 ☐ AM ☒ PM:

Please describe activity Porchfest

Will any Sound Systems be in Use for this Event? Yes ___ No X

Are there going to be Portable Toilets? Yes X No ___

What company will be supplying them? Jules Portable Toilet

Have you Notified affected Residents and Businesses? Yes X No ___

If yes, What Comments (if any) have they had? NO ISSUES

I PATRICK STANCZYK residing at 386 Oliver St, North Tonawanda NY agree on behalf of the organizer/individual indicated below that all members and guests will observe the above regulations and that we, individually and as the organizer/individual, will assume full financial responsibility for any and all damages done to City of North Tonawanda property. We also agree that to indemnify the City of North Tonawanda against any loss, damage or expense of any kind, which said city may sustain or incur as a result of the attached approved Facilities/Streets use by our organization and we will further hold said city harmless for loss of any kind in connection therewith.

PATRICK STANCZYK
Name of Individual

[Signature]
Signature - Requesting Individual

7-20-25
Date

City Authorization

Date _____ Signature of The Mayor _____

Date _____ Signature of The Clerk/Treasurer _____

Insurance Certificate Required ☐ YES ☒ NO

Certificate Provided ☐ YES ☒ NO

CFD-C.



AUG 05 2025

RENAISSANCE CLUB OF NORTH TONAWANDA INC.

252 VANDERVOORT STREET

NORTH TONAWANDA, NY 14120

July 16, 2025

Honorable Members

North Tonawanda Common Council,

The Renaissance Club of North Tonawanda is a host site for the Porch Fest being held on Sunday August 10, 2025. We respectfully request permission to close Vandervoort Street in front of the Club between Thompson and Geneva streets, from 12 noon until 6PM. The set up will be the same as was approved last year. We appreciate your attention to this matter and look forward to your cooperation.

Best Regards,

A handwritten signature in blue ink, appearing to read 'Al Baker', is written over a horizontal line.

Al Baker

President

RECEIVED
CITY CLERK'S OFFICE

2025 JUL 21 AM 9:31
NORTH TONAWANDA NY

BLOCK PARTY AND / OR STREET CLOSURE REQUEST

CFO.D.

Required Identification

AUG 05 2025

Name of Organization (if applicable) Jennifer + Dave MacNeil

Mailing Address 1323 Wulitzer Ct

Phone 716 361 3021

Email jmac44444@yahoo.com

Requests use of the following: road/street

wulitzer ct.

Supplies if needed —

Other (describe) —

Date(s): 8/23/25 Time(s): Start 2 AM ☒ PM: End 7 AM ☒ PM

Please describe activity

Block party

Will any Sound Systems be in Use for this Event? Yes — No ☒

Are there going to be Portable Toilets? Yes — No ☒

What company will be supplying them? —

Have you Notified affected Residents and Businesses? Yes ☒ No —

If yes, What Comments (if any) have they had? They are coming too.

I Jennifer MacNeil, residing at 1323 Wulitzer Ct, North Tonawanda NY agree on behalf of the organizer/individual indicated below that all members and guests will observe the above regulations and that we, individually and as the organizer/individual, will assume full financial responsibility for any and all damages done to City of North Tonawanda property. We also agree that to indemnify the City of North Tonawanda against any loss, damage or expense of any kind, which said city may sustain or incur as a result of the attached approved Facilities/Streets use by our organization and we will further hold said city harmless for loss of any kind in connection therewith.

Jennifer MacNeil
Name of Individual

Jennifer MacNeil
Signature - Requesting Individual

7/28/25
Date

City Authorization

Date — Signature of The Mayor —

Date — Signature of The Clerk/Treasurer —

Insurance Certificate Required ☐ YES ☐ NO Certificate Provided ☐ YES ☐ NO

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2025 JUL 28 PM2:32
NORTH TONAWANDA NY