

# 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

**December 11, 2025**

**The following meetings have been scheduled for TUESDAY, DECEMBER 16, 2025**

**6:15 PM Common Council Meeting Discussion**

**6:30 PM Common Council Meeting**

**Respectfully submitted,**



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

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

**FROM: Donna L. Braun, City Clerk-Treasurer**

**RE: Agenda for Regular Session TUESDAY, DECEMBER 16, 2025, 6:30 PM**

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

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**PROOF OF PUBLICATION PUBLISHED 11/29/2025**

- 1) Legal Notice – Public Hearing for proposed Local Law No. 1 of 2026 entitled  
Establishing Sewer Rates for 2026 – City Clerk-Treasurer**
- 2) Legal Notice – Public Hearing for CDBG Economic Development Project  
#822ED505-22 – Dir. Community Development**

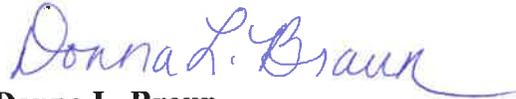
**COMMUNICATIONS FROM CITY OFFICIALS**

- |                              |  |
|------------------------------|--|
| <b>II.1 Attorney</b>         | <b>Re: Approval of proposed Local Law No.1 for<br/>2026 – Establishing Sewer Rates for 2026</b>  |
| <b>II.2 Attorney</b>         | <b>Re: Approval to amend North Tonawanda<br/>Water Code, §98-2 (J) and add §98-2 (S),<br/>(T) Conditions of Service and amend §98-<br/>14 Penalties for Offenses</b> |
| <b>III.1 Clerk-Treasurer</b> | <b>Re: Approval of the 2026 Agreement between<br/>the City of North Tonawanda and NiaCAP</b>   |
| <b>III.2 Clerk-Treasurer</b> | <b>Re: Approval of upgrading the Account Clerk<br/>position to a Senior Account Clerk<br/>position in the Clerks Office and<br/>Treasurer’s Office</b>               |
| <b>VII. Accountant</b>       | <b>Re: Payment of the Abstract of Claims Dated<br/>December 16, 2025</b>   |

**XXV. Monthly Reports**

**.1 Clerk-Treasurer      .2 Senior Citizen Center**

**Respectfully submitted,**



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

STATE OF NEW YORK  
NIAGARA COUNTY, } SS, \_\_\_\_\_

DEC 16 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 # 356656 was printed and published in said paper on the following dates:

11/29/2025



Principal Clerk

Subscribed and sworn to before me this 1<sup>ST</sup>  
day of December 2025

LUCY R. MUTO  
Lic. #01MU4988102  
Notary Public-State of New York  
Qualified in Niagara County  
My Commission Expires 12/02/2029



Notary Public

Expiration Date

2025 DEC 5 PM 20:41  
NORTH TONAWANDA, NY

RECEIVED  
CITY CLERK'S OFFICE

**LEGAL NOTICE**

Please take notice that the Mayor and Common Council of the City of North Tonawanda will hold a public hearing on Tuesday, December 9, 2025, at 6:00PM in the Common Council Chambers, City Hall, 216 Payne Avenue, North Tonawanda, New York 14120.

The purpose of said public hearing will be to accept comments on proposed Local Law No. 1 of the year 2026 entitled Establishing Sewer Rates for 2026.

A copy of said proposed Local Law No. 1 for the year 2026 is available and may be inspected at [www.northtonawanda.org](http://www.northtonawanda.org)

N#356656

11/29/2025

DEC 16 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 # 356494 was printed and published in said paper on the following dates:

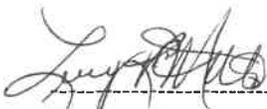
11/29/2025



Principal Clerk

Subscribed and sworn to before me this

1<sup>ST</sup> day of December 2025



Notary Public

Expiration Date

LUCY R. MUTO  
Lic. #01MU4989102  
Notary Public-State of New York  
Qualified In Niagara County  
My Commission Expires 12/02/2029

\*

2025 DEC 5 AM 10:41  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERKS OFFICE

**Legal Notice**  
**Second Public Hearing for CDBG Economic Development Project #822ED505-22**

The City of North Tonawanda will hold a second public hearing on Tuesday, December 9th 6:00 p.m. in the Common Council Chambers of City Hall, 216 Payne Avenue, North Tonawanda, New York 14120. The purpose of the hearing is to receive public comments on City's Community Development Block Grant (CDBG) funded Economic Development Project #822ED505-22, assistance to The Dockside Bar & Restaurant, in the amount of \$600,000. The CDBG program is administered by the New York State Office of Community Renewal (OCR), and provides resources to eligible local governments for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefiting low/moderate income persons. The hearing will provide further information about the outcomes of the CDBG Project. Comments related to the effectiveness of administration of the CDBG Project will also be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart 1 of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended. The location of the hearing is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, with hearing impairments, or those in need of English translation services, please contact the City Clerk Donna Braun at 716-695-8555 or by email to [dbraun@northtonawanda.org](mailto:dbraun@northtonawanda.org), at least three days in advance of the public hearing date to allow for necessary arrangements. Written comments may also be submitted by email or mail to Donna Braun, City Clerk-Treasurer at [dbraun@northtonawanda.org](mailto:dbraun@northtonawanda.org) or 216 Payne Avenue, North Tonawanda, New York 14120. All comments received by the close of business on Friday, December 5th, 2025, will be considered by the City of North Tonawanda.

N#356494 11/29/2025

# 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

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

11.1

DEC 16 2025

December 10, 2025

Hon. Mayor and Common Council  
City Hall, 216 Payne Avenue  
North Tonawanda, New York 14120

RE: Proposed Local Law No. 1 for 2026 – Establishing Sewer Rates for 2026

Dear Honorable Body:

Attached, for your consideration, is the proposed Local Law No. 1, establishing new sewer rates for 2026 for the City of North Tonawanda. The “aging” requirement has been met, and a Public Hearing was held on December 9, 2025.

Should your Honorable Body concur, please pass a resolution to adopt Local Law No. 1 at this time, so as to move the process forward under General Municipal Home Rule Law §20(4). Should you have any questions, please do not hesitate to contact me.

Very truly yours,

*Edward A. Zebulske III*

Edward A. Zebulske, III  
City Attorney

EAZ/ik  
Att.

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CITY CLERK'S OFFICE

2025 DEC 10 AM 3:02  
NORTH TONAWANDA NY

**LOCAL LAW NO. 1 FOR 2026**

**ESTABLISHING SEWER RATES FOR 2026**

Section 1.-Section 75-15 of the City Code of the City of North Tonawanda, is hereby amended to read:

Section 75-15, Establishment of Rates

(a) The sewer rent for the beginning with the year 2026, is established according to a formula wherein the capital costs for such sanitary sewer system are recovered on hundred percent (100%) from water consumption through the sewer fund, and the costs of operation and maintenance of the sewage treatment system are recovered one hundred percent (100%) from water consumption through the sewer fund.

(b) Billing Schedule, additional charges.

1. A minimum sewer charge of (\$15.00) per quarter is established and the gallons of consumption used associated with minimum will be zero.
2. The sewer rent rate for the year beginning in the year 2026 for meter consumption shall be Five dollars (\$5.00) per thousand gallons of water consumption and shall be assessed and collected in conformance with the following schedule:

Billing Month

June

September

December

March

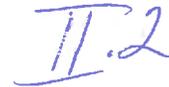
# City of North Tonawanda

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

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

DEC 16 2025

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

December 11<sup>th</sup>, 2025

**RE: Ordinance Revisions**

- (1) § 98-2(S) – **Conditions of Service**
- (2) § 98-2(T) – **Conditions of Service**
- (3) § 98-2(J) – **Conditions of Service**
- (4) § 98-14 **Penalties for Offenses:**

Dear Honorable Body,

Below for your consideration, are four (4) proposed ordinance revisions (**in bold print**) under North Tonawanda City Code Chapter 98 – Water.

**§ 98-2(J) Conditions of Service:**

J. The Water Department Inspector, meter reader or other properly authorized representative shall have access, at all reasonable hours, to the premises supplied for the setting, reading, repairing or removing meters or for making necessary repairs. Replacement of meters shall be at the discretion of the Water Department. If access to the premises is not made available, a nonrefundable fee of \$50 per month will be charged until access is granted. **When such access is refused for six (6) months, water may be turned off with no further notice to the property owner. The Water Department reserves the right to shut off water at their curb box with no liability assigned to the department. Option 1: Homeowners will be required to allow access, obtain a plumbing permit, hire a licensed plumber to resume service, and comply with all other regulations in § 98 of the North Tonawanda City Code before water may be turned on. This provision is retroactive to the date of first notice sent to the homeowner.**

Or

**Option 2: Water may be turned on after access to the premises is acquired by the North Tonawanda Water Department, and after it is established that turning the water on does not further damage property. This provision is retroactive to the date of first notice sent to the homeowner.**

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2025 DEC 11 PM 4:06  
NORTH TONAWANDA, NY

NEW:

§ 98-2(S) Conditions of Service:

- S. After a homeowner or resident's non-compliance with any provision of Section 98 of the North Tonawanda water code, and after reasonable notice and inquiry, any water department employee who may be designated, upon exhibition of proper credentials or badges of the department, at reasonable hours, shall have access to such premises. When such access is refused, the water may be turned off at the option of the Superintendent and not turned on again until after access is allowed, and the current fee, as set by the Water Department Fee schedule, has been paid to the Water business office. This procedure shall not be considered exclusive, but is in addition to any other remedy available by law.

NEW:

§ 98-2(T) Conditions of Service:

- T. All pipes, curb stops and curb stop boxes are considered the property of the property owner, who shall be responsible for any leakage which may occur between the water main in the street and the building supplied. It shall be the responsibility of the property owner to maintain the curb box in a manner that is easily accessible and in good working order. The North Tonawanda Water Department reserves the right to shutoff or turn on the water at their curb box with, and will be held harmless of liability in regards to same.

§ 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. **If it is found that a meter has been bypassed, or the meter does not exist, the Water Department reserves the right to shut off water at the curb box with no liability assigned to the department.** The building inspector and Code Enforcement Officer shall be responsible for enforcing compliance with this chapter.

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.  
Assistant City Attorney

MJG/lk  
Att.

# City of North Tonawanda

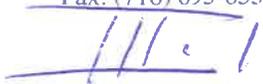
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OFFICE OF THE CITY CLERK - TREASURER  
VITAL STATISTICS  
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NORTH TONAWANDA, N.Y. 14120

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

  
DEC 16 2025

**December 4, 2025**

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

**Re: 2026 Agreement between the City of North Tonawanda and NiaCAP**

**Dear Mayor and Common Council:**

**I am asking that the Council approve this agreement between the City of North Tonawanda and Niagara Community Action Program for the amount of \$3,000.00 contingent upon City Attorneys approval. Once approved the Mayor will be able to sign the contract.**

**Niagara Community Action Program has provided emergency services to the needy and disadvantaged persons within Niagara County for many years and this amount will help them in providing these services.**

**Regards,**



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

2025 DEC 4 PM 12:21  
NORTH TONAWANDA NY  
RECEIVED  
CITY CLERK'S OFFICE

RECEIVED  
CITY CLERK'S OFFICE

# NIAGARA COMMUNITY ACTION PROGRAM, INC.

1521 Main Street, Niagara Falls, New York 14305-2521 716/ 285-9681 Fax 716/ 285-9693

E-mail niagaracap@niagaracap.org

*Serving Niagara County*



December 1, 2025

Ms. Donna Braun, City Clerk  
City of North Tonawanda  
City Hall  
216 Payne Avenue  
North Tonawanda, NY 14120

Dear Ms. Braun:

RE: 2026 AGREEMENT BETWEEN THE CITY OF NORTH TONAWANDA  
AND NIAGARA COMMUNITY ACTION PROGRAM, INC.

Enclosed please find two original agreements in the amount of \$3,000 between the City of North Tonawanda and Niagara Community Action Program, Inc. for fiscal year 2026 to provide assistance to city residents. Please sign, notarize, and return one original fully executed agreement for our files.

As always, we appreciate the opportunity to work with the City of North Tonawanda. If you have any questions or concerns, please feel free to contact me.

Thank you for your continued support.

Respectfully,

Suzanne Shears  
CEO

SS/spb

Enclosures

DEC 2 12 02  
CITY OF NORTH TONAWANDA, NY

RECEIVED  
CITY CLERK'S OFFICE

# AGREEMENT

THIS AGREEMENT, made this \_\_\_\_\_ of \_\_\_\_\_, 2025, by and between the CITY OF NORTH TONAWANDA, a municipal corporation of the State of New York having its offices at 216 Payne Avenue, North Tonawanda, New York 14120, herein called the "City" and NIAGARA COMMUNITY ACTION PROGRAM, INC., a not-for-profit corporation of the State of New York having its office at 1521 Main Street, Niagara Falls, New York, herein called "Niagara CAP" WITNESSETH:

WHEREAS, Niagara CAP has as one of its principal functions and purposes of providing emergency services to the needy and disadvantaged persons within Niagara County through use of funding grants and subsidies from federal, state, and municipal governments and agencies, and

WHEREAS, the City desires to contribute to and participate in the funding of Niagara CAP for such purposes in return for Niagara CAP's promise of emergency services to the residents of the City, and

WHEREAS, both parties jointly desire and intend to cooperate toward providing such services for the benefit of the City's residents under this agreement, and

WHEREAS, the execution of this agreement has been duly approved by resolutions adopted by the City Council and the Board of Directors of Niagara CAP,

NOW, THEREFORE, in consideration of the above, both parties mutually agree as follows:

1. The City of North Tonawanda shall allocate and pay over to Niagara CAP the sum of Three Thousand Dollars (\$3,000.00) within thirty (30) days of the signed agreement.

2. Niagara CAP will accept such payment from the City and use it to provide emergency services to qualified City residents through its outreach office located at 265 Falconer Street, City of North Tonawanda, New York.
3. In consideration of the services mentioned above, Niagara CAP will provide additional services such as counseling, budgeting, information, referral, application assistance, weatherization, fair housing, and child care to qualified City residents.
4. The term of this agreement shall commence January 1, 2026, and expire December 31, 2026.

IN WITNESS WHEREOF, the parties hereto have duly executed this agreement by their respective duly authorized officers on the day and year first above written.

CITY OF NORTH TONAWANDA

(Seal)

By: \_\_\_\_\_

Austin Tylec  
City Mayor

\_\_\_\_\_  
Date

NIAGARA COMMUNITY ACTION PROGRAM, INC.

(Seal)

By: *Suzanne Shears*

Suzanne Shears  
CEO

11-12-25  
Date

STATE OF NEW YORK  
COUNTY OF NIAGARA ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me, the subscriber, personally came Austin Tylec, to me personally known, who, being by me duly sworn, did depose and say that he resides at City of North Tonawanda; that he is the Mayor of the CITY OF NORTH TONAWANDA, the corporation described in and which executed the within instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the City Council of said corporation; and that he signed his name thereto by like order.

---

Notary Public

STATE OF NEW YORK  
COUNTY OF NIAGARA ss:

On this 12th day of November, 2025, before me, the subscriber, personally came Suzanne Shears, to me personally known, who, being by me duly sworn, did depose and say that she resides at Town of Porter; that she is the CEO of the NIAGARA COMMUNITY ACTION PROGRAM, INC., the corporation described in and which executed the within instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of said corporation; and that she signed her name thereto by like order.

Barbara A Rice

---

Notary Public

BARBARA A. RICE  
NOTARY PUBLIC STATE OF NEW YORK  
NIAGARA COUNTY  
LIC. #01R14925828  
COMM. EXP. APRIL 11, 2026

# 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



DEC 16 2025

December 10, 2025

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

**Re: Account Clerk/Senior Account Clerk**

Dear Honorable Body,

I humbly request that the Common Council upgrade the two (2) Account Clerk positions to Senior Account Clerk positions. My request to you comes as we look to the future of both the Treasurer's office and the Clerk's office. We will have retirements in both offices within the next two years.

I have already reached out to Civil Service; the present Account Clerk's qualified to be a Senior Account Clerk. Moving forward with this action, once approved I will work with both Civil Service and the CSEA Union to move forward with this plan.

The budgetary cost is minimal.

Sincerely,



Donna L Braun

Clerk/Treasurer

2025 DEC 10 PM 3:15  
NORTH TONAWANDA, NY

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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

DEC 16 2025

December 11th, 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 December 16th, 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 DEC 11 PM 1:04  
NORTH TONAWANDA NY

XXV  
DEC 16 2025

2025 DEC 16 10:00  
NORTH TONAWANDA NY  
RECEIVED  
CITY CLERK'S OFFICE

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	17	170.00
		Ward Maps	1	1.00
			<b>Sub-Total:</b>	<b>\$171.00</b>
A1603	Misc. Fees	Birth Certificates	41	410.00
		Death Certificates	36	730.00
		Deaths Recorded	7	0.00
		Geneology Search	1	22.00
			<b>Sub-Total:</b>	<b>\$1,162.00</b>
A2110	Planning & Zoning Fees	Board of Appeals App.	2	100.00
		Site Plan Approval	1	100.00
		Terrace Parking App	2	40.00
			<b>Sub-Total:</b>	<b>\$240.00</b>
A2501	Minor Sales	Solicitors Permit - Yearly	1	25.00
		Permit Fees	1	1.00
		Snowplow Permit	15	575.00
			<b>Sub-Total:</b>	<b>\$601.00</b>
A2505	Marriage License Fee	Marriage License Fee	2	35.00
			<b>Sub-Total:</b>	<b>\$35.00</b>
A2506	Conservation	Conservation	14	29.24
			<b>Sub-Total:</b>	<b>\$29.24</b>
A2540	Racing & Wagering Fees	Bingo Proceeds	3	131.98
			<b>Sub-Total:</b>	<b>\$131.98</b>
A2542	Dog Licensing	Female, Spayed	51	459.00
		Female, Unspayed	1	17.00
		Male, Neutered	43	387.00
		Male, Unneutered	7	119.00
			<b>Sub-Total:</b>	<b>\$982.00</b>
AGEE	Trust & Agency	Tax Agreement	13	7,579.00
			<b>Sub-Total:</b>	<b>\$7,579.00</b>
BKRP	Trust & Agency	Bankruptcy pymts	2	667.37
			<b>Sub-Total:</b>	<b>\$667.37</b>
BLDG	Clerical Misc	Building Permits	1	19,838.00
			<b>Sub-Total:</b>	<b>\$19,838.00</b>
BLUE	Trust & Agency	Health Insurance	20	10,209.28
			<b>Sub-Total:</b>	<b>\$10,209.28</b>
COMM	Clerical Misc	Commissions	1	302.30
			<b>Sub-Total:</b>	<b>\$302.30</b>
CONT	Clerical Misc	Clerk-Contractor Lic Fee	1	1,375.00
			<b>Sub-Total:</b>	<b>\$1,375.00</b>
CTPF	Clerical Misc	Bankruptcy Interest	3	3,162.00

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Sub-Total:</b>	<b>\$3,162.00</b>
DAM	Clerical Misc.	Restitution/Damage/Loss	1	20,465.99
			<b>Sub-Total:</b>	<b>\$20,465.99</b>
FINE	Clerical Misc	City Court Monthly Report	1	67,082.00
			<b>Sub-Total:</b>	<b>\$67,082.00</b>
FIRE	Trust & Agency	Fire Donations (94)	1	100.00
			<b>Sub-Total:</b>	<b>\$100.00</b>
FOOD	Trust & Agency	Market Food Stamps	1	19,794.00
			<b>Sub-Total:</b>	<b>\$19,794.00</b>
FRAN	Clerical Misc	Franchise Fees	1	85,260.28
			<b>Sub-Total:</b>	<b>\$85,260.28</b>
FRES	Clerical Misc	Fire Rescue Billing	4	925.00
			<b>Sub-Total:</b>	<b>\$925.00</b>
GASD	Clerical Misc	DPW-Gasoline Reimb	3	15,781.39
			<b>Sub-Total:</b>	<b>\$15,781.39</b>
GLFP	Clerical Misc	Golf Charges	1	100.00
			<b>Sub-Total:</b>	<b>\$100.00</b>
GMSC	Clerical Misc	General Misc.	5	73,076.65
			<b>Sub-Total:</b>	<b>\$73,076.65</b>
GRPM	Clerical Misc	Engineer - Grading Permit	2	240.00
			<b>Sub-Total:</b>	<b>\$240.00</b>
MRKT	Clerical Misc	NT Market	1	35.00
			<b>Sub-Total:</b>	<b>\$35.00</b>
NTPD	Clerical Misc	Police Monthly Report	2	247.00
			<b>Sub-Total:</b>	<b>\$247.00</b>
PKTK	Clerical Misc	Parking Tickets	6	780.00
			<b>Sub-Total:</b>	<b>\$780.00</b>
PKTKW	Clerical Misc	Parking Tickets-Web	7	550.00
			<b>Sub-Total:</b>	<b>\$550.00</b>
PLEX	Clerical Misc.	Plumbing Exam	1	1,075.00
			<b>Sub-Total:</b>	<b>\$1,075.00</b>
PLPM	Clerical Misc	Plumbing Permits	1	3,665.00
			<b>Sub-Total:</b>	<b>\$3,665.00</b>
POL	Clerical Misc	Niagara County-Police	1	16,704.12
			<b>Sub-Total:</b>	<b>\$16,704.12</b>
RECH	Clerical Misc	Recreation Dept.Revenue	3	552.00
			<b>Sub-Total:</b>	<b>\$552.00</b>
RENT	Clerical Misc	Bldg. Rental Lic fees	1	875.00

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Sub-Total:</b>	<b>\$875.00</b>
ROAD	Clerical Misc	Engineering-Road Cut	1	150.00
			<b>Sub-Total:</b>	<b>\$150.00</b>
SELC	Sewer	Sewer Cell Tower Utilities	2	14,739.70
			<b>Sub-Total:</b>	<b>\$14,739.70</b>
SPIC	Clerical Misc	DPW-Special Garbage Pickup	1	100.00
			<b>Sub-Total:</b>	<b>\$100.00</b>
SPOL	Clerical Misc	State Aid: Police	1	211.23
			<b>Sub-Total:</b>	<b>\$211.23</b>
SRAP	Clerical Misc	DPW-Sale of Scrap	3	3,290.00
			<b>Sub-Total:</b>	<b>\$3,290.00</b>
SUTL	Sewer	Sewer Utilities	1	20,908.06
			<b>Sub-Total:</b>	<b>\$20,908.06</b>
TFEE	Treas Fee Copies	Lien Fees	3	438.00
		Tax Search & Copies	7	802.00
			<b>Sub-Total:</b>	<b>\$1,240.00</b>
TYTH	Trust & Agency	Rec Youth Board (97)	1	758.90
			<b>Sub-Total:</b>	<b>\$758.90</b>
UTIL	Clerical Misc	Utilities Tax on Gross Income	14	695.21
			<b>Sub-Total:</b>	<b>\$695.21</b>
WTMS	Water	Water Miscellaneous	1	30.00
			<b>Sub-Total:</b>	<b>\$30.00</b>
WTPP	Water	Water Tap/Water Use	1	175.00
			<b>Sub-Total:</b>	<b>\$175.00</b>

**Total Local Shares Remitted: \$396,091.70**

Amount paid to: New York State Department of Health \_\_\_\_\_ 45.00  
 Amount paid to: NYS Ag. & Markets for spay/neuter program \_\_\_\_\_ 118.00  
 Amount paid to: NYS Environmental Conservation \_\_\_\_\_ 689.76

**Total State, County & Local Revenues: \$396,944.46**

**Total Non-Local Revenues: \$852.76**

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.

Donna L. Braun      12/1/25  
 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

12/10/2025

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

RECEIVED  
CITY CLERK'S OFFICE

2025 DEC 10 PM 2:30  
NORTH TONAWANDA, NY

DEC 16 2025

Dear Sirs:

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

## General Fund

Balance Fwd - Checking	3,776,027.18
Balance Fwd - Money Market	49,549.74
Investments	0.00
Receipts for the month	1,524,541.18
Warrants Drawn	(3,087,694.52)
	<hr/>
	\$2,262,423.58

## Sewer Fund

Balance Fwd - Checking	726,176.06
Balance Fwd - Money Market	54,104.59
Investments	0.00
Receipts for the month	349,588.86
Warrants Drawn	(486,583.06)
	<hr/>
	\$643,286.45

## Water Fund

Balance Fwd - Checking	274,621.37
Balance Fwd - Money Market	964,420.94
Investments	0.00
Receipts for the month	187,528.48
Warrants Drawn	(325,853.90)
	<hr/>
	\$1,100,716.89

## Trust & Agency Fund

Balance Fwd - Checking	671,851.24
Receipts for the month	62,497.31
Warrants Drawn	(53,559.98)
	<hr/>
	\$680,788.57

## Capital Construction Fund

Balance Fwd - Checking	5,382,642.17
Balance Fwd - Money Market	294,142.94
Investments	0.00
Receipts for the month	101,580.07
Warrants Drawn	(1,007,634.97)
	<hr/>
	\$4,770,730.21

## Community Development Fund

Balance Fwd - Checking	5,927.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$5,927.56

## Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	334,548.00
Warrants Drawn	(334,548.00)
	<hr/>
	\$0.00

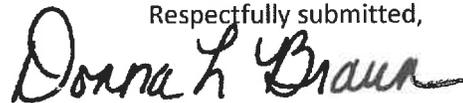
## Housing Rehabilitation Fund

Balance Fwd	12,279.39
Receipts for the month	3.03
Warrants Drawn	0.00
	<hr/>
	\$12,282.42

## Home Rehabilitation Fund

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

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



December 1, 2025

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

~~XXX.2~~  
DEC 16 2025

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 November 2025

**Total: 1,990**

**Unduplicated: 971**

**Duplicated: 1,031**

Please note: We also sponsor a "Little Free Food Pantry" and a "Little Library" both of these are available to the public 24/7.

Sincerely,

Pamela A. Hogan

Recreation & Senior Coordinator

2025 DEC 8 AM 11:07  
NORTH TONAWANDA NY

RECEIVED  
CITY CLERK'S OFFICE