

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

March 12, 2026

The following meetings have been scheduled for TUESDAY, MARCH 17, 2026

6:15 PM Common Council Meeting Discussion

6:30 PM Common Council Meeting

- **Executive Session**

Re: Contract Negotiations

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer

**TO: Honorable Mayor & Common Council
Alderman Richards, Schulmeister, Roe, Lavey, Murphy**

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, MARCH 17, 2026, 6:30 PM

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

PROOF OF PUBLICATION PUBLISHED 02/26/2026

- 1) **Legal Notice – Estoppel Notice for a Serial Bond to Finance the Construction and Reconstruction of Improvements to the City’s Erie Water Tower – City Clerk-Treasurer**

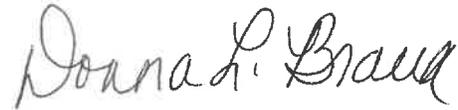
COMMUNICATIONS FROM CITY OFFICIALS

- | | |
|-----------------------------|--|
| I. Mayor | Re: Receive and File the Reappointment of Keri Haring to the Twin Cities Homeless Taskforce |
| II. Attorney | Re: Approval to issue Deeds and Filing Documents for the previous sale of 55 Elmwood and 69 Elmwood Avenue that were part of the 2017/18 In Rem Auction |
| III. Clerk-Treasurer | Re: Receive and File the 2026 Standard Workday and Reporting Resolution for Elected and Appointed Officials |
| IV.1 Engineer | Re: Approval of Resolution for the SEQR Type II Action for the Erie Storage Tank Improvements EFC Project No. D0-20008, NT Project No. 2026-02 |
| IV.2 Engineer | Re: Award of Contract for Project No. 2023-01G: Payne Park Aquatic Facility General Contract |

C.
Columbia Hook & Ladder Co.

**Re: Removal of William G. Sprenger from the
North Tonawanda Volunteer Fire Rolls**

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna L. Braun". The signature is written in black ink and is positioned below the typed name.

Donna L. Braun
City Clerk-Treasurer

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

MAR 17 2026

RECEIVED
CITY CLERK'S OFFICE

Delia Bates, 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

2026 MAR 3 AM 9:47
NORTH TONAWANDA NY

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 359780 was printed and published in said paper on the following dates:

02/26/2026

Delia Bates

Principal Clerk

Subscribed and sworn to before me this

2.27.26

Teresa L. McCarthy
*

Notary Public

Expiration Date

Teresa L McCarthy
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26. 2030

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 September 2, 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 September 2, 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 \$2,000,000 IN SERIAL BONDS OF THE CITY TO FINANCE THE CONSTRUCTION AND RECONSTRUCTION OF IMPROVEMENTS TO THE CITY'S ERIE WATER TOWER**"
2. **Object or Purpose:** finance the construction and reconstruction of improvements to City's Erie Water Tower, including all ancillary, incidental and related equipment, machinery, apparatus, costs and expenses thereof.
3. **Period of Probable Usefulness:** 40 years.
4. **Amount of Debt Obligations Authorized:** \$2,000,000.

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.

N#359780

2/26/2026

CITY OF NORTH TONAWANDA



AUSTIN J. TYLEC

[Handwritten signature]

MAR 17 2026

March 9, 2026

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

Re: Re-appointment of Keri Haring to the Twin Cities Homeless Taskforce

Dear Honorable Body:

Please be advised that I am re-appointing Keri Haring, 1378 E. Robinson St., North Tonawanda, NY 14120 to the Homeless Task Force, effective immediately, with the term expiring December 31, 2026.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink that reads 'Austin Tylec'.

Austin J. Tylec
Mayor

2026 MAR 9 AM 9:17
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

City of North Tonawanda

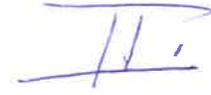
EDWARD A. ZEBULSKE, III
CITY ATTORNEY

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

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

MARIO J. GREGORI, JR.
ASSISTANT CITY ATTORNEY

MATTHEW T. MOSHER
ASSISTANT CITY ATTORNEY



March 2, 2026

MAR 17 2026

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

RE: Previous Sale of Two City Lots: 55 Elmwood Avenue & 69 Elmwood Avenue
As Part of 2017/18 In Rem Auction

Dear Honorable Body:

Recently, we were informed that the two properties referenced above were sold as part of the City's 2017/18 In Rem auction to city resident Gary Kochems. Mr. Kochems paid for the properties at that time, and has been paying all subsequent city tax and water bills as they became due. Unfortunately, somehow, deeds were never issued or filed for the sale, and the properties are still listed in the Niagara County Clerk's office as owned by the City of North Tonawanda.

In an effort to rectify the situation, we would like to issue the necessary deeds to formally transfer the properties to Mr. Kochems. Therefore, I request that your Honorable Body approve our issuing the deeds and filing documents for the property transfer.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,



Edward A. Zebulske, III
City Attorney

EAZ/lk
Att.

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 3 PM 1:12
NORTH TONAWANDA NY

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



MAR 17 2026

Date: March 12, 2026

To: Mayor/Common Council

From: Donna L. Braun - City Clerk/Treasurer

Subject: Standard Workday and Reporting Resolution – 2026

New Regulation 315.4 outlines additional reporting requirements for elected or appointed officials and more clearly defines the process for reporting time worked by those officials.

This regulation became effective August 12, 2009.

I offer the following resolution for your consideration:

BE IT RESOLVED, that the City of North Tonawanda hereby establishes the following as standard work days for elected and appointed officials and will report (see attached) the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these Officials to the Clerk of this body.

2026 MAR 12 AM 10:04
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

2026 Elected/ Appointed Work Schedule City of North Tonawanda New York

ELECTED OFFICIALS:

| <u>TITLE</u> | <u>NAME</u> | <u>STANDARD WORKDAY</u> | <u>TERM BEGINS/ENDS</u> | <u>PARTICIPATES IN TIME KEEPING</u> | <u>DAY/MONTH</u> |
|-------------------------------|---------------------|-----------------------------|-----------------------------|---|------------------|
| Mayor | Austin J. Tylec | 7 | 01/01/26-12/31/29 | N | 20 |
| Clerk-Treasurer | Donna L. Braun | 7 | 01/01/24-12/31/27 | Y | 20 |
| Attorney | Edward Zebulske III | 7 | 01/01/26-12/31/29 | Y | 20 |
| 2 nd Ward Alderman | Will Schulmeister | 6 | 01/01/26- 12/31/27 | N | 20 |
| 3 rd Ward Alderman | Hilary Roe | 6 | 01/01/26-12/31/27 | Y | 20 |
| Alderman at Large | Thomas Murphy | 6 | 01/01/26-12/31/29 | N | 20 |
| Alderman at Large | Joseph Lavey Jr. | 6 | 01/01/24-12/31/27 | N | 20 |
| 1 st Ward Alderman | Gabrielle Richards | 6 | 01/01/26-12/31/27 | N | 20 |

APPOINTED OFFICIALS

| | | | | | |
|----------------------------------|------------------|---|---------------------|---|----|
| Adm. Assistant Mayor's Office | Jamie Smith | 7 | 02/09/26-12/31/29 | Y | 20 |
| Asst. City Attorney | Mario Gregori | 6 | 01/01/24 – 12/31/26 | Y | 20 |
| Asst. City Attorney | Matthew Mosher | 6 | 01/01/26-12/31/26 | Y | 20 |
| Zoning Board | Edward Smolinski | 6 | 01/01/22-12/31/26 | Y | 3 |
| Planning Board | Thomas Jaccarino | 6 | 01/01/20 – 12/31/26 | Y | 3 |

Donna L. Braun



City Clerk-Treasurer



**City of North Tonawanda
Department of Engineering**

City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.gov

Chelsea L. Spahr, P.E.

City Engineer

Phone: (716) 695-8565

Fax: (716) 695-8568

MAR 17 2026

March 6, 2026

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

**RE: Erie Storage Tank Improvements
EFC Project No. D0-20008
NT Project No. 2026-02
SEQR Type II Action**

Honorable Body:

In accordance with the New York State Environmental Quality Review Act (SEQRA), the City in its capacity as lead agency, has determined that the Erie Water Tank Improvement would be classified as a Type II Action under SEQRA regulations Section 617.5(c)(1) and 617.5(c)(2). These sections state that actions involving (1) *"maintenance or repair involving no substantial changes in the existing structure or facility"* and (2) *"replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part"* would render the project to be a Type II action. The proposed work at this facility, which includes improvements to the existing storage tank, piping improvements, and valving improvements, would fall under this classification.

I respectfully request that the attached resolution be adopted by the Common Council.

Very truly yours,

Chelsea L. Spahr, P.E.
City Engineer

CLS:cls
Attachment

Cc: File, w/a
Edward Zebulske III, City Attorney, w/a
Jason Koepsell, Superintendent of Water/Wastewater
Jeffery Zellner, City Accountant

WHEREAS, the Common Council of the City of North Tonawanda, located in County of Niagara, State of New York (the “City”), desires to make improvements to the existing Erie Avenue Water Storage Tank and its appurtenances to improve water system reliability and safety (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 6 NYCRR Part 617.5(c)(1) and 6 NYCRR Part 617.5(c)(2) 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.



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.gov

Chelsea L. Spahr, P.E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

IV.2

March 6, 2026

MAR 17 2026

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

**Re: 2023-01G: Payne Park Aquatic Facility General Contract
Award of Contract**

Dear Honorable Body:

On February 10, 2026, five (5) bids were received and opened by the City Clerk for the Payne Park Aquatic Facility General Contract. The results are as follows:

Total Base Bid:

| | |
|---|-----------------------|
| 1. Lake Side Contracting Co., Inc. | \$7,979,000.00 |
| 2. R.B. Mac Construction Co., Inc. | \$8,356,000.00 |
| 3. Walter S. Johnson Co., Inc. | \$8,577,000.00 |
| 4. Montante Construction, LLC | \$9,141,740.00 |
| 5. Picone Construction Corporation | \$10,548,446.00 |

There were also four (4) alternates to the base bid that were received and opened by the City Clerk for the Payne Park Aquatic Facility General Contract. The results are as follows:

Alternate 1 - Demolition:

| | |
|---|--------------------|
| 1. Lake Side Contracting Co., Inc. | \$48,000.00 |
| 2. R.B. Mac Construction Co., Inc. | \$61,200.00 |
| 3. Walter S. Johnson Co., Inc. | \$65,000.00 |
| 4. Montante Construction, LLC | \$69,930.00 |
| 5. Picone Construction Corporation | \$152,000.00 |

Alternate 2 – Artificial Turf:

| | |
|--------------------------------------|---------------------|
| 1. Lake Side Contracting Co., Inc. | \$129,000.00 |
| 2. R.B. Mac Construction Co., Inc. | \$178,000.00 |
| 3. Walter S. Johnson Co., Inc. | \$188,000.00 |
| 4. Montante Construction, LLC | \$121,200.00 |
| 5. Picone Construction Corporation | \$182,000.00 |

Alternate 3 – Kitchen Equipment:

| | |
|---------------------------------------|--------------------|
| 1. Lake Side Contracting Co., Inc. | \$18,000.00 |
| 2. R.B. Mac Construction Co., Inc. | \$19,000.00 |
| 3. Walter S. Johnson Co., Inc. | \$15,500.00 |
| 4. Montante Construction, LLC | \$20,400.00 |
| 5. Picone Construction Corporation | \$22,000.00 |

Alternate 4 – Ornamental Fence:

| | |
|--------------------------------------|--------------------|
| 1. Lake Side Contracting Co., Inc. | \$152,000.00 |
| 2. R.B. Mac Construction Co., Inc. | \$220,000.00 |
| 3. Walter S. Johnson Co., Inc. | \$155,000.00 |
| 4. Montante Construction, LLC | \$13,400.00 |
| 5. Picone Construction Corporation | \$271,000.00 |

The Engineering Department with our design consultant, Brandstetter Carroll Inc., have reviewed the bid results and are recommending award of the Contract. Accordingly, I respectfully request that the Common Council award the Payne Park Aquatic Facility General Contract to Lake Side Contracting Co. Inc., 1979 Harlem Road, Buffalo, NY 14212, at their low Base Bid with Alternate 1 and Alternate 4 in the amount of **\$8,179,000.00**; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,



Chelsea L. Spahr, PE
City Engineer

CLS:cls

Cc: file
Edward Zebulske, City Attorney
Alex Domaradzki, Direct of Parks, Recreation, Youth and Seniors
Laura Wilson, Director of Community Development
Jeffery Zellner, City Accountant
Nancy Nozik, AIA, BCI
James Cronin, Lake Side Contracting



**City of North Tonawanda
Department of Engineering**

City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.gov

Chelsea L. Spahr, P.E.

City Engineer

Phone: (716) 695-8565

Fax: (716) 695-8568

March 6, 2026

IV.3

MAR 17 2026

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

**Re: 2023-01P: Payne Park Aquatic Facility Plumbing Contract
Award of Contract**

Dear Honorable Body:

On February 10, 2026, two (2) bids were received and opened by the City Clerk for the Payne Park Aquatic Facility Plumbing Contract. The results are as follows:

Total Base Bid:

- | | |
|--------------------------------|---------------------|
| 1. DV Brown & Associates, Inc. | \$353,000.00 |
| 2. J.R. Swanson | \$371,800.00 |

The Engineering Department with our design consultant, Brandstetter Carroll Inc., have reviewed the bid results and are recommending award of the Contract. Accordingly, I respectfully request that the Common Council award the Payne Park Aquatic Facility Plumbing Contract to DV Brown & Associates Inc., 567 Vickers Street, Tonawanda, NY, 14150, at their low Base Bid amount of **\$353,000.00**; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,

Chelsea L. Spahr, PE
City Engineer

CLS:cls

- Cc: file
Edward Zebulskie, City Attorney
Alex Domaradzki, Direct of Parks, Recreation, Youth and Seniors
Laura Wilson, Director of Community Development
Jeffery Zellner, City Accountant
Nancy Nozik, AIA, BCI
Erik DeGlopper, DV Brown



City of North Tonawanda
Department of Engineering
 City Hall, 216 Payne Avenue
 North Tonawanda, NY 14120-5493
 www.northtonawanda.gov

Chelsea L. Spahr, P.E.
City Engineer
 Phone: (716) 695-8565
 Fax: (716) 695-8568

March 6, 2026

IX. 4

MAR 17 2026

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

**Re: 2023-01H: Payne Park Aquatic Facility HVAC Contract
 Award of Contract**

Dear Honorable Body:

On February 10, 2026, two (2) bids were received and opened by the City Clerk for the Payne Park Aquatic Facility HVAC Contract. The results are as follows:

Total Base Bid:

- | | |
|---|---------------------|
| 1. DV Brown & Associates, Inc. | \$146,000.00 |
| 2. Parise Mechanical Inc. | \$153,000.00 |

The Engineering Department with our design consultant, Brandstetter Carroll Inc., have reviewed the bid results and are recommending award of the Contract. Accordingly, I respectfully request that the Common Council award the Payne Park Aquatic Facility HVAC Contract to DV Brown & Associates Inc., 567 Vickers Street, Tonawanda, NY, 14150, at their low Base Bid amount of **\$146,000.00**; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,

Chelsea L. Spahr
 Chelsea L. Spahr, PE
 City Engineer

CLS:cls

Cc: file
 Edward Zebulske, City Attorney
 Alex Domaradzki, Direct of Parks, Recreation, Youth and Seniors
 Laura Wilson, Director of Community Development
 Jeffery Zellner, City Accountant
 Nancy Nozik, AIA, BCI
 Erik DeGlopper, DV Brown



City of North Tonawanda
Department of Engineering
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.gov

Chelsea L. Spahr, P.E.
City Engineer
Phone: (716) 695-8565
Fax: (716) 695-8568

March 6, 2026

MAR 17 2026

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

**Re: 2023-01E: Payne Park Aquatic Facility Electrical Contract
Award of Contract**

Dear Honorable Body:

On February 10, 2026, one (1) bid was received and opened by the City Clerk for the Payne Park Aquatic Facility Electrical Contract. The results are as follows:

Total Base Bid:

1. CIR Electrical Corporation \$476,300.00

There was also one (1) alternate to the base bid that was received and opened by the City Clerk for the Payne Park Aquatic Facility Electrical Contract. The results are as follows:

Alternate 5 – Site Lighting:

1. CIR Electrical Corporation \$146,560.00

The Engineering Department with our design consultant, Brandstetter Carroll Inc., have reviewed the bid results and are recommending award of the Contract. Accordingly, I respectfully request that the Common Council award the Payne Park Aquatic Facility Electrical Contract to CIR Electrical Corporation, 2517 Long Road, Grand Island, NY, 14072, at their low Base Bid with Alternate 5 in the amount of **\$622,860.00**; authorizing the Mayor to sign said contract subject to review by the City Attorney.

Very truly yours,

Chelsea L. Spahr, PE
City Engineer

CLS:cls

Cc: file
Edward Zebulski, City Attorney
Alex Domaradzki, Direct of Parks, Recreation, Youth and Seniors
Laura Wilson, Director of Community Development
Jeffery Zellner, City Accountant
Nancy Nozik, ALA, BCI
Marc A. Brunelle, CIR

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

March 12th, 2026

MAR 17 2026

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 March 17th, 2026, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2026 MAR 12 AMB:21
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE



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

MAR 1 / 2026

March 16, 2026

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

Dear Honorable Body:

Please appoint Mahmoud H. Zeidan as Commissioner of Deeds for the City of North Tonawanda, effective from March 16, 2026, and ending on March 15, 2028.

Respectfully,

Keith T. Glass

Chief of Police

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 12 AM 8:40
NORTH TONAWANDA NY

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

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



March 3, 2026

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

XXV |

MAR 17 2026

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 February 2026

Total: 1,212

Unduplicated: 344

Duplicated: 1,065

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

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 3 AM 11:31
NORTH TONAWANDA NY

XXV 2

MAR 17 2026

| Account# | Account Description | Fee Description | Qty | Local Share |
|----------|------------------------|-----------------------------|-----|--------------------|
| A1255 | Minor Sales | Certified Copies - Marriage | 12 | 120.00 |
| | | Sub-Total: | | \$120.00 |
| A1603 | Misc. Fees | Birth Certificates | 38 | 380.00 |
| | | Death Certificates | 61 | 770.00 |
| | | Deaths Recorded | 11 | 0.00 |
| | | Geneology Birth | 1 | 22.00 |
| | | Geneology Death | 1 | 22.00 |
| | | Sub-Total: | | \$1,194.00 |
| A2110 | Planning & Zoning Fees | Site Plan Approval | 1 | 100.00 |
| | | Terrace Parking App | 1 | 20.00 |
| | | Sub-Total: | | \$120.00 |
| A2501 | Minor Sales | Solicitors Permit - Yearly | 1 | 25.00 |
| | Permit Fees | Food Truck | 1 | 100.00 |
| | | Sub-Total: | | \$125.00 |
| A2505 | Marriage License Fee | Marriage License Fee | 6 | 105.00 |
| | | Sub-Total: | | \$105.00 |
| A2506 | Conservation | Conservation | 2 | 2.76 |
| | | Sub-Total: | | \$2.76 |
| A2540 | Racing & Wagering Fees | Bingo Proceeds | 7 | 269.64 |
| | | Sub-Total: | | \$269.64 |
| A2541 | Racing & Wagering Fees | Bell Jar License | 2 | 20.00 |
| | | Sub-Total: | | \$20.00 |
| A2542 | Dog Licensing | Exempt Dogs | 1 | 0.00 |
| | | Female, Spayed | 55 | 495.00 |
| | | Female, Unspayed | 6 | 102.00 |
| | | Male, Neutered | 51 | 459.00 |
| | | Male, Unneutered | 2 | 34.00 |
| | | Sub-Total: | | \$1,090.00 |
| AGEE | Trust & Agency | Tax Agreement | 12 | 6,349.00 |
| | | Sub-Total: | | \$6,349.00 |
| AUTO | Clerical Misc | Auto Dealers Lic | 1 | 1,900.00 |
| | | Sub-Total: | | \$1,900.00 |
| BKRP | Trust & Agency | Bankruptcy pymts | 4 | 2,537.56 |
| | | Sub-Total: | | \$2,537.56 |
| BLDG | Clerical Misc | Building Permits | 1 | 11,527.00 |
| | | Sub-Total: | | \$11,527.00 |
| BLUE | Trust & Agency | Health Insurance | 19 | 7,549.13 |
| | | Sub-Total: | | \$7,549.13 |
| COMM | Clerical Misc | Commissions | 2 | 52.55 |
| | | Sub-Total: | | \$52.55 |

RECEIVED
CITY CLERK'S OFFICENORTH TONAWANDA NY
2026 MAR 3 AM 11:38

| Account# | Account Description | Fee Description | Qty | Local Share |
|----------|---------------------|----------------------------|-----|--------------------|
| CONT | Clerical Misc | Clerk-Contractor Lic Fee | 1 | 10,000.00 |
| | | Sub-Total: | | \$10,000.00 |
| CTPF | Clerical Misc | Bankruptcy Interest | 4 | 2,110.96 |
| | | Sub-Total: | | \$2,110.96 |
| FINE | Clerical Misc | City Court Monthly Report | 1 | 43,485.00 |
| | | Sub-Total: | | \$43,485.00 |
| FOOD | Trust & Agency | Market Food Stamps | 1 | 101.00 |
| | | Sub-Total: | | \$101.00 |
| FRAN | Clerical Misc | Franchise Fees | 1 | 80,875.68 |
| | | Sub-Total: | | \$80,875.68 |
| FRES | Clerical Misc | Fire Rescue Billing | 3 | 750.00 |
| | | Sub-Total: | | \$750.00 |
| GASD | Clerical Misc | DPW-Gasoline Reimb | 2 | 11,946.14 |
| | | Sub-Total: | | \$11,946.14 |
| GLFP | Clerical Misc | Golf Charges | 4 | 4,884.00 |
| | | Sub-Total: | | \$4,884.00 |
| GMSC | Clerical Misc | General Misc. | 2 | 13,527.85 |
| | | Sub-Total: | | \$13,527.85 |
| LIEU | Clerical Misc | In Lieu of Tax Payments | 1 | 4,000.00 |
| | | Sub-Total: | | \$4,000.00 |
| NTPD | Clerical Misc | Police Monthly Report | 1 | 175.00 |
| | | Sub-Total: | | \$175.00 |
| PKPT | Clerical Misc | Rec-Park Permits | 2 | 185.00 |
| | | Sub-Total: | | \$185.00 |
| PKTK | Clerical Misc | Parking Tickets | 19 | 3,520.00 |
| | | Sub-Total: | | \$3,520.00 |
| PKTKW | Clerical Misc | Parking Tickets-Web | 17 | 4,095.00 |
| | | Sub-Total: | | \$4,095.00 |
| PLPM | Clerical Misc | Plumbing Permits | 1 | 2,315.00 |
| | | Sub-Total: | | \$2,315.00 |
| POL | Clerical Misc | Niagara County-Police | 1 | 16,491.31 |
| | | Sub-Total: | | \$16,491.31 |
| RECH | Clerical Misc | Recreation Dept.Revenue | 4 | 738.00 |
| | | Sub-Total: | | \$738.00 |
| SELC | Sewer | Sewer Cell Tower Utilities | 2 | 14,739.70 |
| | | Sub-Total: | | \$14,739.70 |
| SPOL | Clerical Misc | State Aid: Police | 2 | 1,050.48 |
| | | Sub-Total: | | \$1,050.48 |

| Account# | Account Description | Fee Description | Qty | Local Share |
|----------|---------------------|-------------------------------|-----|-------------------|
| SRAP | Clerical Misc | DPW-Sale of Scrap | 1 | 65.00 |
| | | Sub-Total: | | \$65.00 |
| SWMS | Sewer | Sewer Misc | 2 | 1,812.45 |
| | | Sub-Total: | | \$1,812.45 |
| TARP | Trust & Agency | Recreation Programs (91) | 1 | 550.00 |
| | | Sub-Total: | | \$550.00 |
| TFEE | Treas Fee Copies | Lien Fees | 3 | 583.10 |
| | | Tax Search & Copies | 6 | 529.00 |
| | | Sub-Total: | | \$1,112.10 |
| TYTH | Trust & Agency | Rec Youth Board (97) | 2 | 1,406.05 |
| | | Sub-Total: | | \$1,406.05 |
| UTIL | Clerical Misc | Utilities Tax on Gross Income | 15 | 1,476.83 |
| | | Sub-Total: | | \$1,476.83 |
| WTMS | Water | Water Miscellaneous | 1 | 1,071.81 |
| | | Sub-Total: | | \$1,071.81 |
| WTMT | Water | Water Meter Installation | 3 | 1,250.00 |
| | | Sub-Total: | | \$1,250.00 |

Total Local Shares Remitted: \$256,696.00

| | | |
|-----------------|---|--------|
| Amount paid to: | New York State Comptroller's Office | 30.00 |
| Amount paid to: | New York State Department of Health | 135.00 |
| Amount paid to: | NYS Ag. & Markets for spay/neuter program | 130.00 |
| Amount paid to: | NYS Environmental Conservation | 47.24 |

Total State, County & Local Revenues: \$257,038.24

Total Non-Local Revenues: \$342.24

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 3/3/26
 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

XXV.2

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

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 9 AM 10:07
NORTH TONAWANDA NY

MAR 17 2026

3/9/2026

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

Dear Sirs:

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of February 2026.

General Fund

| | |
|----------------------------|----------------|
| Balance Fwd - Checking | 1,450,867.35 |
| Balance Fwd - Money Market | 2,058,683.19 |
| Investments | 0.00 |
| Receipts for the month | 1,299,733.23 |
| Warrants Drawn | (3,240,360.11) |
| | <hr/> |
| | \$1,568,923.66 |

Sewer Fund

| | |
|----------------------------|----------------|
| Balance Fwd - Checking | 928,681.00 |
| Balance Fwd - Money Market | 57,402.60 |
| Investments | 0.00 |
| Receipts for the month | 351,975.04 |
| Warrants Drawn | (297,488.98) |
| | <hr/> |
| | \$1,040,569.66 |

Water Fund

| | |
|----------------------------|----------------|
| Balance Fwd - Checking | 194,353.56 |
| Balance Fwd - Money Market | 966,270.24 |
| Investments | 0.00 |
| Receipts for the month | 325,004.31 |
| Warrants Drawn | (314,769.64) |
| | <hr/> |
| | \$1,170,858.47 |

Trust & Agency Fund

| | |
|------------------------|--------------|
| Balance Fwd - Checking | 637,636.52 |
| Receipts for the month | 32,712.46 |
| Warrants Drawn | (48,415.82) |
| | <hr/> |
| | \$621,933.16 |

Capital Construction Fund

| | |
|----------------------------|----------------|
| Balance Fwd - Checking | 3,202,900.04 |
| Balance Fwd - Money Market | 6,311,652.82 |
| Investments | 0.00 |
| Receipts for the month | 556,067.91 |
| Warrants Drawn | (918,514.11) |
| | <hr/> |
| | \$9,152,106.66 |

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 | 332,339.00 |
| Warrants Drawn | (332,339.00) |
| | <hr/> |
| | \$0.00 |

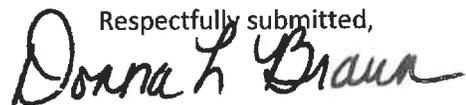
Housing Rehabilitation Fund

| | |
|------------------------|-------------|
| Balance Fwd | 12,287.80 |
| Receipts for the month | 2.36 |
| Warrants Drawn | 0.00 |
| | <hr/> |
| | \$12,290.16 |

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



City of North Tonawanda

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

Telephone: (716) 695-8580

XXXII

March 11, 2026

MAR 17 2026

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

Re: On-Call Grant Writing and Municipal Engineering Services RFP

Dear Honorable Body:

A request for proposals was issued in February 2026 to hire a consultant to provide grant writing and engineering services for the City. We received four proposals from professional firms in response to this RFP. A review committee was convened with representation from the City Engineer's office, the City Accountant's office, Community Development, Parks and Rec, and the Mayor's office to review the proposals and provide a recommendation to the Council.

Upon review, the committee is recommending the City select C&S Companies to perform the services detailed in the RFP. The review committee felt the team assembled by C&S Companies demonstrated the experience, expertise, and capacity to provide these services for the City.

I am hereby requesting this honorable body consider selecting C&S Companies for the On-Call Grant Writing and Engineering Services contract and authorize the Mayor to sign a contract with C&S Companies, pending review and approval 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

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 11 PM2:44
NORTH TONAWANDA NY

CFO, A.

Date: 3/4/26

MAR 17 2026

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

Margo J. Barone

Name: Margo J. Barone

Address: 608 meadowbrook Dr
N. Tonawanda, NY 14120

2026 MAR 5 AM 8:24
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

Date: 3/4/26

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

Brooke Barone

Name: Brooke Barone

Address: 608 Meadowbrook Drive
N. Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 5 AM 8:23
NORTH TONAWANDA NY

Date: 3/4/20

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

A large, stylized handwritten signature in blue ink, appearing to read 'J.P. Barone', with a long horizontal flourish extending to the right.

Name: John P. Barone

Address: 608 Meadowbrook Dr
N. Tonawanda, NY 14120

2026 MAR 5 AM8:23
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

Date: 3/4/26

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely, Kayla A. Barone

Name: Kayla A. Barone

Address: 208 meadowbrook Dr
N. Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE
2026 MAR 5 AM 8:23
NORTH TONAWANDA NY

Date: 3/4/26

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

A handwritten signature in blue ink, appearing to read "John P. Barone II". The signature is stylized with a large, sweeping initial "J" and "B".

Name: John P. Barone II

Address: 608 meadowbrook Dr
N. Tonawanda, NY 14120

2026 MAR 5 AM 8:23
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

Date: 3/4/26

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

Emily M. Barone

Name: Emily M. Barone

Address: 608 meadowbrook Dr
N. Tonawanda, NY 14120

2026 MAR 5 AM 8:22
NORTH TONAWANDA NY

2026 MAR 5 AM 8:22
NORTH TONAWANDA NY
RECEIVED
CITY CLERK'S OFFICE

Date: 3/4/26

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,

Liam J. McNamara

Name: Liam J. McNamara

Address: 393 Niagara St
N. Tonawanda, NY 14120

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 5 AM 8:23
NORTH TONAWANDA NY

Date: 3/4/20

North Tonawanda Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Hon. Body:

I am requesting to be appointed as a Commissioner of Deeds for the City of North Tonawanda.

Thank you,

Sincerely,



Name: Colin Z. Archibald

Address: 803 Castlebar
N. Tonawanda, NY 14120

2026 MAR 5 AMB:23
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

CFO. B

North Tonawanda Common Council
216 Payne Ave
North Tonawanda, NY 14120

MAR 17 2026

Dear Common Council Members,

My name is Natalie Brown. I own and manage the Project 308 Gallery located at 308 Oliver Street in North Tonawanda. I am requesting Oliver Street to be closed from Robinson St. to Schenck Street (one block) on **Saturday, August 1, 2026 from 9am -5pm for the 11th Annual Oliver Street Art Festival**. I am excited to bring the art festival to the neighborhood for its eleventh year!

As we've done in the past, I'd like to showcase the work of over 80 artist vendors while attendees enjoy live music all day, food trucks and activities for kids. As I've done in the past, I plan to reach out to local community groups to showcase like the Oliver Street Merchants Association, the Old Chapel Antique Store and more. The community not only expects the festival each year, but they also enjoy how the festival livens up the neighborhood for a day.

Allowing me to close the street to host the festival is the first step towards a successful and fun event for the community. Please feel free to contact me with questions at the number below. Thank you for your time and consideration.

Sincerely,

Natalie Brown
Project 308 Gallery
308 Oliver Street
North Tonawanda, NY 14120
716-523-0068
Nataliebrown628@gmail.com

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 9 AM 9:41
NORTH TONAWANDA NY

COLUMBIA HOOK & LADDER CO., NO. 1, INC.

P.O. Box 357 North Tonawanda, New York 14120-0357



Established 1876

March 10, 2026

CFO C

MAR 17 2026

Honorable Austin Tylec, Mayor
Honorable Common Council
City Hall, 216 Payne Ave.
North Tonawanda, NY 14120

RE: Removal from Fire Roll

Dear Council and Mayor:

The members of Columbia Hook & Ladder Co. No. 1 sadly request removal from the Volunteer Fire Roll this late member:

William G. Sprenger

He died January 24, 2026. He was elected into membership in Columbia Hook & Ladder August 2, 1978, serving faithfully 47 years, 5 months, 22 days, until his passing.

Respectfully yours,
COLUMBIA HOOK & LADDER CO. No. 1, INC.

A handwritten signature in black ink, appearing to read "David L. Evans".

David L. Evans
Recording Secretary

RECEIVED
CITY CLERK'S OFFICE

2026 MAR 11 AM 10:40
NORTH TONAWANDA NY