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City of North Tonawanda

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
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October 15, 2026

The following meetings have been scheduled for TUESDAY, OCTOBER 20, 2026

6:00 PM Common Council Meeting Discussion

6:15 PM PUBLIC HEARING FOR THE 2027 CITY BUDGET

6:30 PM Common Council Meeting

- Executive Session

Re: PBA 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, OCTOBER 20, 2026, 6:30 PM

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

PUBLIC HEARING FOR THE 2027 CITY BUDGET

PROOF OF PUBLICATION PUBLISHED 10/03/2026

- 1) Legal Notice – Public Hearing – To propose Local Law No. 4 of 2026 entitled “A Local Law of the City of North Tonawanda, New York to override the Tax Levy Limit – City Clerk-Treasurer**

COMMUNICATIONS FROM CITY OFFICIALS

#1. Code Maintenance Committee

**Re: Approval of Additions to City Code
Chapter 101 Wireless
Telecommunications**

III. City Clerk

**Re: Approval of Sale of City Owned Property
located at 101 Jefferson Avenue**

IV.1 Engineer

**Re: Approval of Bush Meadows Subdivision
Phase II – Cardinal Way Extension
Dedication of Public Improvements**

IV.2 Engineer

**Re: Approval of the contract for the City-Wide
Fire Station Condition Assessment and
Analysis**

VII.1 Accountant

**Re: Payment of the Abstract of Claims Dated
October 20, 2026**

VII.2 Accountant

**Re: Approval of Local Law #4 of 2026 to
Override the Tax Levy Limit**

XXV. Monthly Reports

.1 Clerk-Treasurer

XXXII.1 Dir. Community Development

**Re: Approval of Resolution for a Public
Hearing for the City of North Tonawanda
Microenterprise Program**

XXXII.2 Dir. Community Development

**Re: Approval of Resolution for a Public
Hearing for CDBG assistance to Niagara
Climbing Center**

COMMUNICATIONS FROM OTHERS

A.

Tonawanda's United Veterans Council

**Re: Permission to close the Renaissance
Bridge, Wednesday, November 11th for
their Veterans Day Ceremony**

Respectfully submitted,



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

STATE OF NEW YORK
NIAGARA COUNTY, } SS, _____

OCT 20 2026

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

A newspaper published in the County and State aforesaid,
and that the annexed printed legal # 367919
was printed and published in said paper on the following dates:

10/03/2026

Delia Bates

Principal Clerk

Subscribed and sworn to before me this

10-13-26

Teresa L. McCarthy

Teresa L McCarthy 02/26/2030

Notary Public

Expiration Date

Please take notice that the Mayor and Common Council of the City of North Tonawanda will hold a public hearing on Tuesday October 13, 2026, at 6:15 in the Common Council Chambers, City Hall, 216 Payne Avenue, North Tonawanda, New York 14120. The purpose of said hearing will be to accept comments on proposed Local Law No. 4 of the year 2026 entitled "A Local Law of the City of North Tonawanda, New York to override the Tax Levy Limit established in the General Municipal Law Section 3-c." A copy of the proposed Local Law No. 4 of the year 2026 is available and may be inspected on the City Hall website. www.northtonawanda.gov
N#367919 10/3/2026

RECEIVED
CITY CLERK'S OFFICE

2026 OCT 15 AM 10:33
NORTH TONAWANDA NY

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

#/.

CODE MAINTENANCE COMMITTEE

THOUGHTFUL REVIEW FOR
LONG-TERM IMPROVEMENT.



STAGE 2 – FINAL PROPOSED AMENDMENT FOR COUNCIL ACTION

Final Code Amendment Submission Following Previous Council Review

OCT 20 2026

Date Submitted: 10/15/2026

Expected Meeting Date: 10/20/2026

Submitted By: Code Maintenance Committee Member Gabbie Richards

Purpose

The proposed amendments listed below have been reviewed by the Code Maintenance Committee and discussed by the Common Council. The attached Final Version reflects the revisions resulting from that review process and is being submitted for legislative consideration.

Code Sections for Final Amendment

Chapter 101. Wireless Telecommunications Facilities

The existing code was developed primarily around traditional wireless facilities and currently applies the same general special use permit process to new, smaller wireless telecommunications devices. As wireless technology has evolved, smaller antenna installations have become increasingly common and can be substantially different in size, location, appearance, and impact from a traditional telecommunications tower.

The proposed amendments are intended to create a more appropriate and proportional process for these smaller installations without changing the City's existing regulations governing traditional telecommunications towers.

1. New Definitions – § 101-4

Add definitions for Small Cell Facility and Micro Antenna to clearly identify these facilities as distinct from traditional telecommunications towers.

2. New Small Cell/Micro Antenna Section – § 101-8.1

Create a new section establishing the application, review, eligibility, and operating requirements for qualifying small cell/micro antenna facilities.

5. Application and Permit Fees – § 101-20.2

Add a separate and more proportionate application/permit fee for qualifying small cell/micro antenna installations rather than applying the substantially higher fees associated with traditional telecommunications facilities.

The amendments do **not** create a new process, or edit the current process in any way, for the construction of traditional telecommunications towers. **The City's existing tower regulations are intended to remain in place.**

Attached Documents

The following documents are included for review:

- ✓ Suggested Changes Version (showing proposed amendments)
- ✓ Final Version Proposed for Adoption

⊘ I did not include the Original Version since it is so long, and we aren't changing any of the original language, just adding in the highlighted portions.

Council Discussion

The attached Final Version(s) reflects the amendments proposed for legislative action by the Common Council.

Chapter 101. Wireless Telecommunications Facilities

[HISTORY: Adopted by the Common Council of the City of North Tonawanda 6-1-2005 by L.L. No. 1-2005. Amendments noted where applicable.]

GENERAL REFERENCES

Building Code — See Ch. 23.

Building permits — See Ch. 25.

Electrical Code — See Ch. 36.

Environmental quality review — See Ch. 37.

Zoning — See Ch. 103.

§ 101-1. Purpose and legislative intent.

The Telecommunications Act of 1996 affirmed the City of North Tonawanda's authority concerning the placement, construction and modification of wireless telecommunications facilities. The City of North Tonawanda finds that wireless telecommunications facilities may pose significant concerns to the health, safety, public welfare, character and environment of the City and its inhabitants. The City also recognizes that facilitating the development of wireless service technology can be an economic development asset to the City and of significant benefit to the City and its residents. In order to insure that the placement, construction or modification of wireless telecommunications facilities is consistent with the City's land use policies, the City is adopting a single, comprehensive, wireless telecommunications facilities application and permit process. The intent of this chapter is to minimize impact of wireless telecommunications facilities, establish a fair and efficient process for review and approval of applications, assure an integrated, comprehensive review of environmental impacts of such facilities, and protect the health, safety and welfare of the City of North Tonawanda.

§ 101-2. Title.

This chapter shall be known and cited as the "Wireless Telecommunications Facilities Siting Law for the City of North Tonawanda."

§ 101-3. Severability.

A. If any word, phrase, sentence, part, section, subsection, or other portion of this chapter or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this chapter, and all applications thereof, not having been declared void, unconstitutional, or invalid, shall remain in full force and effect.

B. Any special use permit issued under this chapter shall be comprehensive and not severable. If part of a permit is deemed or ruled to be invalid or unenforceable in any material respect, by a competent authority, or is overturned by a competent authority, the permit shall be void in total, upon determination by the City.

§ 101-4. Definitions and word usage.

For purposes of this chapter, and where not inconsistent with the context of a particular section, the defined terms, phrases, words, abbreviations, and their derivations shall have the meaning given in this section. When not inconsistent with the context, words in the present tense include the future tense, words used in the plural number include words in the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory, and not merely directory.

ACCESSORY FACILITY OR STRUCTURE

An accessory facility or structure serving or being used in conjunction with wireless telecommunications facilities, and located on the same property or lot as the wireless telecommunications facilities, including but not limited to, utility or transmission equipment storage sheds or cabinets.

APPLICANT

Any wireless service provider submitting an application for a special use permit for wireless telecommunications facilities.

APPLICATION

All necessary and appropriate documentation that an applicant submits in order to receive a special use permit for wireless telecommunications facilities.

ANTENNA

A system of electrical conductors that transmit or receive electromagnetic waves or radio frequency or other wireless signals.

BOARD

The Planning Board of the City of North Tonawanda.

COLOCATION

The use of an existing tower or structure to support antennae for the provision of wireless services.

COMMERCIAL IMPRACTICABILITY or COMMERCIALLY IMPRACTICABLE

The inability to perform an act on terms that are reasonable in commerce; the cause or occurrence of which could not have been reasonably anticipated or foreseen and that jeopardizes the financial efficacy of the project. The inability to achieve a satisfactory financial return on investment or profit, standing alone, shall not deem a situation to be commercial impracticable and shall not render an act or the terms of an agreement commercially impracticable.

COMPLETED APPLICATION

An application that contains all information and/or data necessary to enable an informed decision to be made with respect to an application.

FAA

The Federal Aviation Administration, or its duly designated and authorized successor agency.

FCC

The Federal Communications Commission, or its duly designated and authorized successor agency.

HEIGHT

When referring to a tower or structure, the distance measured from the preexisting grade level to the highest point on the tower or structure, even if said highest point is an antenna or lightening protection device.

MICRO ANTENNA

A compact antenna used as part of a small cell facility for the transmission and/or reception of wireless telecommunications signals.

[Amended 10-20-2026]

MODIFICATION or MODIFY

The addition, removal or change of any of the physical and visually discernible components or aspects of a wireless facility, such as antennas, cabling, equipment shelters, landscaping, fencing, utility feeds, changing the color or materials of any visually discernible components, vehicular access, parking and/or an upgrade or changeout of equipment for better or more modern equipment. Adding a new wireless carrier or service provider to a telecommunications tower or telecommunications site as a co-location is a modification. The addition or change of any components of a wireless facility that increases the height of said facility or the addition of a co-location as defined by this chapter. A modification shall not include the replacement of any components of a wireless facility where the replacement is identical to the component being replaced or for any matters that involve the normal repair and maintenance of a wireless facility without adding, removing or changing anything.

[Amended 8-18-2009 by L.L. No. 4-2009]

NIER

Nonionizing electromagnetic radiation.

PERSON

Any individual, corporation, estate, trust, partnership, joint stock company, association of two or more persons having a joint common interest, or any other entity.

PERSONAL WIRELESS FACILITY

See definition for "wireless telecommunications facilities."

PERSONAL WIRELESS SERVICES or PWS or PERSONAL TELECOMMUNICATIONS SERVICE or PCS

The same meaning as defined and used in the 1996 Telecommunications Act.

REPAIRS AND MAINTENANCE

The replacement of any components of a wireless facility where the replacement is identical to the component being replaced or for any matter that involves the normal repair and maintenance of a wireless facility without the addition, removal or change of any of the physical or visually discernible components or aspects of a wireless facility that will add to the visible appearance of the facility as originally permitted. The replacement of any components of a wireless facility with similar or "like" components that do not increase the height of the existing wireless facility. In no case shall a co-location be considered repair or maintenance.

[Amended 8-18-2009 by L.L. No. 4-2009]

SMALL CELL FACILITY or SMALL CELL/MICRO ANTENNA

A wireless telecommunications facility consisting of one or more antennas and associated equipment designed to provide wireless service over a relatively small geographic area, which is mounted on an existing structure, including but not limited to a utility pole, streetlight, traffic signal pole, building, or similar existing structure, and which does not involve the construction of a new telecommunications tower. A small cell facility may incorporate multiple radio frequency functions or antenna elements within a single compact antenna unit.

[Amended 10-20-2026]

SPECIAL USE PERMIT

The official document or permit by which an applicant is allowed to file for a building permit to construct and use wireless telecommunications facilities as granted or issued by the City.

STATE

The State of New York.

STEALTH or STEALTH TECHNOLOGY

To minimize adverse aesthetic and visual impacts on the land, property, buildings, and other facilities adjacent to, surrounding, and in generally the same area as the requested location of such wireless telecommunications facilities, which shall mean using the least visually and physically intrusive facility that is not technologically or commercially impracticable under the facts and circumstances.

TELECOMMUNICATIONS

The transmission and/or reception of audio, video, data, and other information by wire, radio frequency, light, and other electronic or electromagnetic systems.

TELECOMMUNICATION SITE

See definition for "wireless telecommunications facilities."

TELECOMMUNICATIONS STRUCTURE

A structure used in the provision of services described in the definition of "wireless telecommunications facilities."

TEMPORARY

Temporary in relation to all aspects and components of this chapter, something intended to, or that does, exist for fewer than 90 days.

TOWER

Any structure designed primarily to support an antenna for receiving and/or transmitting a wireless signal.

WIRELESS TELECOMMUNICATIONS FACILITIES

Includes a telecommunications site and personal wireless facility. It means a structure, facility or location designed, or intended to be used as, or used to support antennas or other transmitting or receiving devices. This includes without limit, towers of all types and kinds and structures, including, but not limited to buildings, church steeples, silos, water towers, signs or other structures that can be used as a support structure for antennas or the functional equivalent of such. It further includes all related facilities and equipment such as cabling, equipment shelters and other structures associated with the site. It is a structure and facility intended for transmitting and/or receiving radio, television, cellular, SMR, paging, 911, personal communications services (PCS), commercial satellite services, microwave services and any commercial wireless telecommunication service not licensed by the FCC.

§ 101-5. Overall policy and desired goals for special use permits.

In order to ensure that the placement, construction, and modification of wireless telecommunications facilities protects the City's health, safety, public welfare, environmental features, the nature and character of the community and neighborhood and other aspects of the quality of life specifically listed elsewhere in this chapter, the City hereby adopts an overall policy with respect to a special use permit for wireless telecommunications facilities for the express purpose of achieving the following goals:

- A. Requiring a special use permit for any new, colocation or modification of a wireless telecommunications facility.
- B. Implementing an application process for person(s) seeking a special use permit for wireless telecommunications facilities.
- C. Establishing a policy for examining an application for and issuing a special use permit for wireless telecommunications facilities that is both fair and consistent.
- D. Promoting and encouraging, wherever possible, the sharing and/or colocation of wireless telecommunications facilities among service providers.

E. Promoting and encouraging, wherever possible, the placement, height and quantity of wireless telecommunications facilities in such a manner, including but not limited to the use of stealth technology, to minimize adverse aesthetic and visual impacts on the land, property, buildings, and other facilities adjacent to, surrounding, and in generally the same area as the requested location of such wireless telecommunications facilities, which shall mean using the least visually and physically intrusive facility that is not technologically or commercially impracticable under the facts and circumstances.

F. That in granting a special use permit, the City has found that the facility shall be the most appropriate site as regards being the least visually intrusive among those available in the City.

§ 101-6. Exceptions from special use permit.

A. No person shall be permitted to site, place, build, construct, modify or prepare any site for the placement or use of, wireless telecommunications facilities as of the effective date of this chapter without having first obtained a special use permit for wireless telecommunications facilities. Notwithstanding anything to the contrary in this section, no special use permit shall be required for those noncommercial exceptions noted in § 101-7.

B. All wireless telecommunications facilities existing on or before the effective date of this chapter shall be allowed to continue as they presently exist; provided, however, that any visible modification of an existing wireless telecommunications facility will require the complete facility and any new installation to comply with this chapter.

C. Any repair, maintenance or replacement of a wireless facility as defined by § 101-4 of this chapter shall not require the application of a special use permit.

[Amended 8-18-2009 by L.L. No. 4-2009]

§ 101-7. Exclusions.

The following shall be exempt from this chapter:

A. The City's fire, police, Department of Transportation or other public service facilities owned and operated by the local government.

B. Any facilities expressly exempt from the City's siting, building and permitting authority.

C. Over-the-air reception devices including the reception antennas for direct broadcast satellites (DBS), multichannel multipoint distribution (wireless cable) providers (MMDS), television broadcast stations (TVBS) and other customer-end antennas that receive and transmit fixed wireless signals that are primarily used for reception.

D. Facilities exclusively for private, noncommercial radio and television reception and private citizen's bands, licensed amateur radio and other similar noncommercial telecommunications.

E. Facilities exclusively for providing unlicensed spread spectrum technologies [such as IEEE 802.11a, b, g (Wi-Fi) and Bluetooth] where the facility does not require a new tower.

§ 101-8. Special use permit application and other requirements.

A. All applicants for a special use permit for wireless telecommunications facilities or any modification of such facility shall comply with the requirements set forth in this chapter. The City Council is the officially designated agency or body of the City to whom applications for a special use permit for wireless telecommunications facilities must be made, and that is authorized to review, analyze, evaluate and make decisions with respect to granting or not granting or revoking special use permits for wireless telecommunications facilities. The City may at its discretion delegate or designate other official agencies or officials of the City to accept, review, analyze, evaluate and make recommendations to the City Council with respect to the granting or not granting or revoking special use permits for wireless telecommunications facilities.

B. The City may reject applications not meeting the requirements stated herein or which are otherwise incomplete.

C. No wireless telecommunications facilities shall be installed, constructed or modified until the application is reviewed and approved by the City, and the special use permit has been issued.

D. Any and all representations made by the applicant to the City on the record during the application process, whether written or verbal, shall be deemed a part of the application and may be relied upon in good faith by the City.

E. An application for a special use permit for wireless telecommunications facilities shall be signed on behalf of the applicant by the person preparing the same and with knowledge of the contents and representations made therein and attesting to the truth and completeness of the information.

F. The applicant must provide documentation to verify it has the right to proceed as proposed on the site. This would require an executed copy of the lease with the landowner or landlord or a signed letter acknowledging authorization. If the applicant owns the site, a copy of the ownership record is required.

G. The applicant shall include a statement in writing:

(1) That the applicant's proposed wireless telecommunications facilities shall be maintained in a safe manner, and in compliance with all conditions of the special use permit, without exception, unless specifically granted relief by the City in writing, as well as all applicable and permissible local codes, laws, and regulations, including any and all applicable City, state and federal laws, rules, and regulations;

(2) That the construction of the wireless telecommunications facilities is legally permissible, including, but not limited to the fact that the applicant is authorized to do business in the state.

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H. Where a certification is called for in this chapter, such certification shall bear the signature and seal of a professional engineer licensed in the state.

I. In addition to all other required information as stated in this chapter, all applications for the construction or installation of new wireless telecommunications facilities or modification of an existing facility shall contain the information hereinafter set forth.

(1) A descriptive statement of the objective(s) for the new facility or modification including and expanding on a need such as coverage and/or capacity requirements;

(2) Documentation that demonstrates and proves the need for the wireless telecommunications facility to provide service primarily and essentially within the City. Such documentation shall include propagation studies of the proposed site and all adjoining planned, proposed, in-service or existing sites that demonstrate a significant gap in coverage and/or if a capacity need, include an analysis of current and projected usage;

(3) The name, address and phone number of the person preparing the report;

(4) The name, address, and phone number of the property owner and applicant, and to include the legal name of the applicant. If the site is a tower and the owner is different than the applicant, provide name and address of the tower owner;

(5) The postal address and tax map parcel number of the property;

(6) The zoning district or designation in which the property is situated;

(7) Size of the property stated both in square feet and lot line dimensions, and a survey showing the location of all lot lines;

(8) The location of nearest residential structure;

(9) The location, size and height of all existing and proposed structures on the property which is the subject of the application;

(10) The type, locations and dimensions of all proposed and existing landscaping, and fencing;

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(11) The azimuth, size and center line height location of all proposed and existing antennae on the supporting structure;

(12) The number, type and model of the antenna(s) proposed with a copy of the specification sheet;

(13) The make, model, type and manufacturer of the tower and design plan stating the tower's capacity to accommodate multiple users;

(14) A site plan describing the proposed tower and antenna(s) and all related fixtures, structures, appurtenances and apparatus, including height above preexisting grade, materials, color and lighting;

(15) The frequency, modulation and class of service of radio or other transmitting equipment;

(16) The actual intended transmission power stated as the maximum effective radiated power (ERP) in watts;

(17) Signed documentation such as the "Checklist to Determine Whether a facility is Categorically Excluded" to verify that the wireless telecommunication facility with the proposed installation will be in full compliance with the current FCC RF Emissions guidelines (NIER). If not categorically excluded, a complete RF Emissions study is required to provide verification;

(18) A signed statement that the proposed installation will not cause physical or RF interference with other telecommunications devices;

(19) A copy of the FCC license applicable for the intended use of the wireless telecommunications facilities; and

(20) A copy of the geotechnical subsurface soils investigation, evaluation report and foundation recommendation for a proposed or existing tower site and if existing tower or water tank site, a copy of the installed foundation design.

J. The applicant will provide a written copy of an analysis, completed by a qualified individual or organization, to determine if the proposed new tower or existing structure intended to support wireless facilities is in compliance with Federal Aviation Administration Regulation Part 77 and if it requires lighting. This requirement shall also be for any existing structure or building where the application increases the height of the structure or building. If this analysis determines, that an FAA

Final Version

determination is required, then all filings with the FAA, all responses from the FAA and any related correspondence shall be provided with the application.

K. Application for new tower.

(1) In the case of a new tower, the applicant shall be required to submit a written report demonstrating its meaningful efforts to secure shared use of existing tower(s) or the use of alternative buildings or other structures within the City. Copies of written requests and responses for shared use shall be provided to the City in the application, along with any letters of rejection stating the reason for rejection.

(2) In order to better inform the public, in the case of a new telecommunication tower, the applicant shall, prior to the public hearing on the application, hold a balloon test. The applicant shall arrange to fly, or raise upon a temporary mast, a minimum of a three foot in diameter brightly colored balloon at the maximum height of the proposed new tower. The dates, (including a second date, in case of poor visibility on the initial date) times and location of this balloon test shall be advertised by the applicant seven and 14 days in advance of the first test date in a newspaper with a general circulation in the City. The applicant shall inform the City, in writing, of the dates and times of the test, at least 14 days in advance. The balloon shall be flown for at least four consecutive hours sometime between 7:00 a.m. and 4:00 p.m. on the dates chosen. The primary date shall be on a weekend, but in case of poor weather on the initial date, the secondary date may be on a weekday. A report with pictures from various locations of the balloon shall be provided with the application.

(3) The applicant shall examine the feasibility of designing the proposed tower to accommodate future demand for at least four additional commercial applications, for example, future colocations. The tower shall be structurally designed to accommodate at least four additional antenna arrays equal to those of the applicant, and located as close to the applicant's antenna as possible without causing interference. This requirement may be waived, provided that the applicant, in writing, demonstrates that the provisions of future shared usage of the tower is not technologically feasible, is commercially impracticable or creates an unnecessary and unreasonable burden, based upon:

(a) The foreseeable number of FCC licenses available for the area;

(b) The kind of wireless telecommunications facilities site and structure proposed;

Final Version

(c) The number of existing and potential licenses without wireless telecommunications facilities spaces/sites;

(d) Available space on existing and approved towers.

(4) The owner of a proposed new tower, and his/her successors in interest, shall negotiate in good faith for the shared use of the proposed tower by other wireless service providers in the future, and shall:

(a) Respond within 60 days to a request for information from a potential shared-use applicant;

(b) Negotiate in good faith concerning future requests for shared use of the new tower by other telecommunications providers;

(c) Allow shared use of the new tower if another telecommunications provider agrees in writing to pay reasonable charges. The charges may include, but are not limited to, a pro rata share of the cost of site selection, planning, project administration, land costs, site design, construction and maintenance financing, return on equity, less depreciation, and all of the costs of adapting the tower or equipment to accommodate a shared user without causing electromagnetic interference.

(d) Failure to abide by the conditions outlined above may be grounds for revocation of the special use permit.

L. The applicant shall provide certification with documentation (structural analysis) including calculations that the telecommunication facility tower and foundation and attachments, rooftop support structure, water tank structure, and any other supporting structure as proposed to be utilized are designed and will be constructed to meet all local, City, state and federal structural requirements for loads, including wind and ice loads.

M. If proposal is for a colocation or modification on an existing tower, the applicant is to provide signed documentation of the tower condition such as an ANSI report as per Annex E, Tower Maintenance and Inspection Procedures, ANSI/TIA/EIA-222F or most recent version. The inspection report must be performed every three years for a guyed tower and five years for monopoles and self-supporting towers.

Final Version

N. All proposed wireless telecommunications facilities shall contain a demonstration that the facility be sited so as to be the least visually intrusive reasonably possible, given the facts and circumstances involved and thereby have the least adverse visual effect on the environment and its character, on existing vegetation, and on the residences in the area of the wireless telecommunications facility.

O. If a new tower, proposal for a new antenna attachment to an existing structure, or modification adding to a visual impact, the applicant shall furnish a visual impact assessment, which shall include:

(1) If a new tower or increasing the height of an existing structure is proposed, a computer-generated Zone of Visibility Map at a minimum of one-mile radius from the proposed structure, with and without foliage, shall be provided to illustrate locations from which the proposed installation may be seen.

(2) Pictorial representations of before and after (photo simulations) views from key viewpoints both inside and outside of the City as may be appropriate, including but not limited to state highways and other major roads; state and local parks; other public lands; historic districts; preserves and historic sites normally open to the public; and from any other location where the site is visible to a large number of visitors, travelers or residents. Guidance will be provided, concerning the appropriate key sites at the preapplication meeting. Provide a map showing the locations of where the pictures were taken and distance from the proposed structure.

(3) A written description of the visual impact of the proposed facility including as applicable the tower base, guy wires, fencing and accessory buildings from abutting and adjacent properties and streets as relates to the need or appropriateness of screening.

P. The applicant shall demonstrate and provide in writing and/or by drawing how it shall effectively screen from view the base and all related equipment and structures of the proposed wireless telecommunications facility.

Q. The wireless telecommunications facility and any and all accessory or associated facilities shall maximize the use of building materials, colors and textures designed to blend with the structure to which it may be affixed and/or to harmonize with the natural surroundings, this shall include the utilization of stealth or concealment technology as may be required by the City.

R. All utilities at a wireless telecommunications facilities site shall be installed underground and in compliance with all laws, rules and regulations of the City, including specifically, but not limited to, the National Electrical Safety Code and the National Electrical Code where appropriate.

S. At a telecommunications site, an access road, turnaround space and parking shall be provided to assure adequate emergency and service access. Maximum use of existing roads, whether public or private, shall be made to the extent practicable. Road construction shall at all times minimize ground

disturbance and the cutting of vegetation. Road grades shall closely follow natural contours to assure minimal visual disturbance and reduce soil erosion.

T. All wireless telecommunications facilities shall be constructed, operated, maintained, repaired, provided for removal of, modified or restored in strict compliance with all current applicable technical, safety and safety-related codes adopted by the City, state, or United States, including but not limited to the most recent editions of the ANSI Code, National Electrical Safety Code and the National Electrical Code, as well as accepted and responsible workmanlike industry practices and recommended practices of the National Association of Tower Erectors. The codes referred to are codes that include, but are not limited to, construction, building, electrical, fire, safety, health, and land use codes. In the event of a conflict between or among any of the preceding the more stringent shall apply.

U. A holder of a special use permit granted under this chapter shall obtain, at its own expense, all permits and licenses required by applicable Law, rule, regulation or code, and must maintain the same, in full force and effect, for as long as required by the City or other governmental entity or agency having jurisdiction over the applicant.

V. There shall be a preapplication meeting. The purpose of the preapplication meeting will be to address issues that will help to expedite the review and permitting process. A preapplication meeting shall also include a site visit if there has not been a prior site visit for the requested site. Costs of the City's consultants to prepare for and attend the preapplication meeting will be borne by the applicant.

W. An applicant shall submit to the City the number of completed applications determined to be needed at the preapplication meeting. Written notification of the application shall be provided to the legislative body of all adjacent municipalities as applicable and/or requested.

X. The holder of a special use permit shall notify the City of any intended modification of a wireless telecommunication facility and shall apply to the City to modify, relocate or rebuild a wireless telecommunications facility.

Y. With respect to this application process, the Council will normally seek to have lead agency status pursuant to SEQRA. The Council shall conduct an environmental review of the proposed project pursuant to SEQRA in combination with its review of the application pursuant to this chapter.

§ 101-8.1. Small cell/micro antenna facilities.

A. Small cell/micro antenna facilities shall be subject to the requirements of this section and shall not be subject to the special use permit application requirements applicable to new telecommunications towers, provided that the proposed facility meets all requirements of this section.

B. Application requirements. An applicant proposing the installation of a small cell/micro antenna facility shall submit an application containing, at a minimum:

- (1) The name and contact information of the applicant and wireless service provider;

- (2) The name and contact information of the property owner or owner of the structure upon which the facility is proposed to be located, together with documentation demonstrating the applicant's authorization to use the property or structure;
- (3) The location and address of the proposed facility;
- (4) A description of the proposed equipment, including the manufacturer, model, dimensions and specifications of the antenna and associated equipment;
- (5) A site plan or other drawing identifying the existing structure and the proposed location of the small cell/micro antenna and associated equipment;
- (6) Photographs or other visual documentation showing the existing conditions at the proposed location;
- (7) Documentation demonstrating that the proposed installation complies with all applicable federal, state and local requirements concerning structural safety, electrical safety and radio frequency emissions; and
- (8) Such other information as may reasonably be required by the City to determine compliance with this section.

C. Eligibility for streamlined review. A small cell/micro antenna facility shall qualify for review under this section only where:

- (1) The facility is mounted on an existing structure;
- (2) No new telecommunications tower is constructed as part of the installation;
- (3) The installation does not increase the height of the existing supporting structure by more than four feet;
- (4) The installation does not require a new equipment compound, tower foundation or similar substantial ground-based facility;
- (5) The installation complies with all applicable federal, state and local structural, electrical, safety and radio frequency requirements; and
- (6) The installation does not create a substantial adverse impact on public safety or the surrounding property.

D. Existing public infrastructure. Where a small cell/micro antenna facility is proposed to be installed on an existing utility pole, streetlight, traffic signal pole or other public infrastructure, the applicant shall obtain all necessary authorization from the owner of such structure and shall comply with any applicable requirements governing the use of such structure.

E. Consultant escrow. The escrow requirements of § 101-16 shall not apply to an application qualifying for review under this section unless the City determines that specialized professional review is reasonably necessary due to the complexity or unusual circumstances of the proposed installation.

F. Public hearing. A small cell/micro antenna facility qualifying for review under this section shall not require a public hearing pursuant to § 101-17.

[Amended 10-20-2026]

§ 101-9. Location.

A. Applicants for wireless telecommunications facilities shall locate, site and erect said wireless telecommunications facilities in accordance with the following priorities, one being the highest priority and seven being the lowest priority.

- (1) On existing towers or other structures on City-owned properties.
- (2) On existing towers or other structures on other property in the City.
- (3) A new tower on City-owned properties.
- (4) A new tower on properties in areas zoned M1 — M2.
- (5) A new tower on properties in areas zoned C1 — C2.
- (6) A new tower on properties in areas zoned R2.
- (7) A new tower on properties in areas zoned R1 — R2.

B. If the proposed site is not proposed for the highest priority listed above, then a detailed explanation must be provided as to why a site of a higher priority was not selected. The person seeking such an exception must satisfactorily demonstrate the reason or reasons why such a permit should be granted for the proposed site, and the hardship that would be incurred by the applicant if the permit were not granted for the proposed site.

C. An applicant may not bypass sites of higher priority by stating the site proposed is the only site leased or selected. An application shall address colocation as an option. If such option is not proposed, the applicant must explain to the reasonable satisfaction of the Village why colocation is commercially or otherwise impracticable. Agreements between providers limiting or prohibiting colocation shall not be a valid basis for any claim of commercial impracticability or hardship.

D. Notwithstanding the above, the City may approve any site located within an area in the above list of priorities, provided that the City finds that the proposed site is in the best interest of the health, safety and welfare of the City and its inhabitants and will not have a deleterious effect on the nature and character of the community and neighborhood.

Final Version

E. The applicant shall submit a written report demonstrating the applicant's review of the above locations in order of priority, demonstrating the technological reason for the site selection. If appropriate, based on selecting a site of lower priority, a detailed written explanation as to why sites of a higher priority were not selected shall be included with the application.

F. Notwithstanding that a potential site may be situated in an area of highest priority or highest available priority, the City may disapprove an application for any of the following reasons.

- (1) Conflict with safety and safety-related codes and requirements;
- (2) Conflict with the historic nature or character of a neighborhood or historical district;
- (3) The use or construction of wireless telecommunications facilities which is contrary to an already stated purpose of a specific zoning or land use designation;
- (4) The placement and location of wireless telecommunications facilities which would create an unacceptable risk, or the reasonable probability of such, to residents, the public, employees and agents of the City, or employees of the service provider or other service providers;
- (5) Conflicts with the provisions of this chapter.

§ 101-10. Shared use of wireless telecommunications facilities and other structures.

A. The City, as opposed to the construction of a new tower, shall prefer locating on existing towers or others structures without increasing the height. The applicant shall submit a comprehensive report inventorying existing towers and other suitable structures within four miles of the location of any proposed new tower, unless the applicant can show that some other distance is more reasonable and demonstrate conclusively why an exiting tower or other suitable structure cannot be used.

B. An applicant intending to locate on an existing tower or other suitable structure shall be required to document the intent of the existing owner to permit its use by the applicant.

C. Such shared use shall consist only of the minimum antenna array technologically required to provide service primarily and essentially within the City, to the extent practicable, unless good cause is shown.

§ 101-11. Height of telecommunications towers.

A. The applicant shall submit documentation justifying the total height of any tower, facility and/or antenna requested and the basis therefor. Documentation in the form of propagation studies must include all backup data used to perform at requested height and a minimum of 10 feet lower height to allow verification of this height need. Such documentation will be analyzed in the context of the

Final Version

justification of the height needed to provide service primarily and essentially within the City, to the extent practicable, unless good cause is shown.

B. No tower constructed after the effective date of this chapter, including allowing for all attachments, shall exceed that height which shall permit operation without required artificial lighting of any kind in accordance with municipal, City, state, and/or any federal statute, law, local law, City law, code, rule or regulation.

§ 101-12. Visibility.

A. Wireless telecommunications facilities shall not be artificially lighted or marked, except as required by Law.

B. Towers shall be galvanized and/or painted with a rustpreventive paint of an appropriate color to harmonize with the surroundings and shall be maintained in accordance with the requirements of this chapter.

C. If lighting is required, applicant shall provide a detailed plan for sufficient lighting of as unobtrusive and inoffensive an effect as is permissible under state and federal regulations.

§ 101-13. Security.

All wireless telecommunications facilities and antennas shall be located, fenced or otherwise secured in a manner that prevents unauthorized access. Specifically:

A. All antennas, towers and other supporting structures, including guy anchor points and wires, shall be made inaccessible to individuals and constructed or shielded in such a manner that they cannot be climbed or collided with; and

B. Transmitters and telecommunications control points shall be installed in such a manner that they are readily accessible only to persons authorized to operate or service them.

§ 101-14. Signage.

Wireless telecommunications facilities shall contain a sign no larger than four square feet in order to provide adequate notification to persons in the immediate area of the presence of RF radiation or to control exposure to RF radiation within a given area. A sign of the same size is also to be installed to contain the name(s) of the owner(s) and operator(s) of the antenna(s) as well as emergency phone number(s). The sign shall be on the equipment shelter or cabinet of the applicant and be visible from the access point of the site and must identify the equipment owner of the shelter or cabinet. On tower sites, an FCC registration site as applicable is also to be present. The signs shall not be lighted, unless applicable law, rule or regulation requires lighting. No other signage, including advertising, shall be permitted.

§ 101-15. Lot size and setbacks.

All proposed towers and any other proposed wireless telecommunications facility structures shall be set back from abutting parcels, recorded rights-of-way and road and street lines by the greater of the

following distances: a distance equal to the height of the proposed tower or wireless telecommunications facility structure plus 10% of the height of the tower or structure, or the existing setback requirement of the underlying zoning district, whichever is greater. Any Accessory structure shall be located so as to comply with the applicable minimum setback requirements for the property on which it is situated.

§ 101-16. Retention of expert assistance and reimbursement by applicant.

A. The City may hire any consultant and/or expert necessary to assist the City in reviewing and evaluating the application, including the construction and modification of the site, once permitted, and any site inspections.

B. An applicant shall deposit with the City funds sufficient to reimburse the City for all reasonable costs of consultant and expert evaluation and consultation to the City in connection with the review of any application including the construction and modification of the site, once permitted. The initial deposit shall be \$8,500. The placement of the \$8,500 with the City shall precede the preapplication meeting. The City will maintain a separate escrow account for all such funds. The City's consultants/experts shall invoice the City for its services in reviewing the application, including the construction and modification of the site, once permitted. If at any time during the process this escrow account has a balance less than \$2,500, the applicant shall immediately, upon notification by the City, replenish said escrow account so that it has a balance of at least \$5,000. Such additional escrow funds shall be deposited with the City before any further action or consideration is taken on the application. In the event that the amount held in escrow by the City is more than the amount of the actual invoicing at the conclusion of the project, the remaining balance shall be promptly refunded to the applicant.

C. The total amount of the funds needed as set forth in Subsection B of this section may vary with the scope and complexity of the project, the completeness of the application and other information as may be needed to complete the necessary review, analysis and inspection of any construction or modification.

§ 101-17. Public hearing and notification requirements.

A. Prior to the approval of any application for a special use permit for wireless telecommunications facilities, a public hearing shall be held by the City, notice of which shall be published in the official newspaper of the City no less than 10 calendar days prior to the scheduled date of the public hearing. In order that the City may notify nearby landowners, the application shall contain the names and address of all landowners whose property is located within 1,500 feet of any property line of the lot or parcel on which the new wireless telecommunications facilities are proposed to be located.

B. The City shall schedule the public hearing referred to in Subsection A of this section once it finds the application is complete, the City, at any stage prior to issuing a special use permit, may require such additional information as it deems necessary.

§ 101-18. Action on application for special use permit.

Final Version

A. The City will undertake a review of an application pursuant to this chapter in a timely fashion, consistent with its responsibilities, and shall act within a reasonable period of time given the relative complexity of the application and the circumstances, with due regard for the public's interest and need to be involved, and the applicant's desire for a timely resolution.

B. The City may refer any application or part thereof to any advisory or other committee for a nonbinding recommendation.

C. After the public hearing and after formally considering the application, the City may approve, approve with conditions, or deny a special use permit. Its decision shall be in writing and shall be supported by substantial evidence contained in a written record. The burden of proof for the grant of the permit shall always be upon the applicant.

D. If the City approves the special use permit for wireless telecommunications facilities, then the applicant shall be notified of such approval in writing within 10 calendar days of the City's action, and the special use permit shall be issued within 30 days after such approval. Except for necessary building permits, and subsequent certificates of compliance, once a special use permit has been granted hereunder, no additional permits or approvals from the City, such as site plan or zoning approvals, shall be required by the City for the wireless telecommunications facilities covered by the special use permit.

E. If the City denies the special use permit for wireless telecommunications facilities, then the applicant shall be notified of such denial in writing within 10 calendar days of the City's action.

§ 101-19. Extent and parameters of special use permit.

The extent and parameters of a special use permit for wireless telecommunications facilities shall be as follows:

A. Such special use permit shall not be assigned, transferred or conveyed without the express prior written notification to the City.

B. Such special use permit may, following a hearing upon due prior notice to the applicant, be revoked, canceled, or terminated for a violation of the conditions and provisions of the special use permit, or for a material violation of this chapter after prior written notice to the holder of the special use permit.

§ 101-20. Application fee.

[Amended 8-18-2009 by L.L. No. 4-2009]

A. At the time that a person submits an application for a special use permit for a new tower, such person shall pay a nonrefundable application fee of \$5,000 to the City.

B. If the application is for co-locating on an existing tower or other suitable structure, where no increase in height to the tower or structure is required, a nonrefundable application fee of \$2,500 shall be paid to the City in addition to a permit fee per § 101-20.1.

C. If the application is for replacement of existing antennas or ground equipment where no increase in height to the tower or structure is required, a nonrefundable application fee of \$2,500 shall be paid to the City in addition to a permit fee per § 101.20-1.

§ 101-20.1. Permit fees.

[Added 8-18-2009 by L.L. No. 4-2009]

A. A plan review fee of \$500 shall be paid as part of the permit application.

B. A permit fee of \$500 per antenna and \$500 per new or replacement of existing cabinets or ground equipment shall be paid as part of the permit application.

§ 101-21. Performance security.

The applicant and the owner of record of any proposed wireless telecommunications facilities property site shall, at its cost and expense, be jointly required to execute and file with the City a bond, or other form of security acceptable to the City as to type of security and the form and manner of execution, in an amount of at least \$75,000 for a tower facility and \$25,000 for a colocation on an existing tower or other structure and with such sureties as are deemed sufficient by the City to assure the faithful performance of the terms and conditions of this chapter and conditions of any special use permit issued pursuant to this chapter. The full amount of the bond or security shall remain in full force and effect throughout the term of the special use permit and/or until any necessary site restoration is completed to restore the site to a condition comparable to that, which existed prior to the issuance of the original special use permit.

§ 101-20.2 Small cell/micro antenna application and permit fee.

A. An applicant for installation of a small cell/micro antenna facility qualifying for review pursuant to § 101-8.1 shall pay a nonrefundable application and permit fee of \$500 per antenna installation.

B. No separate plan review fee shall be assessed unless additional review is required due to the complexity of the proposed installation.

[Amended 10-20-2026]

§ 101-22. Reservation of authority to inspect wireless telecommunications facilities.

In order to verify that the holder of a special use permit for wireless telecommunications facilities and any and all lessees, renters, and/or licensees of wireless telecommunications facilities, place and construct such facilities, including towers and antennas, in accordance with all applicable technical, safety, fire, building, and zoning codes, laws and regulations and other applicable requirements, the City may inspect all facets of said permit holder's, renter's, lessee's or licensee's placement, construction, modification and maintenance of such facilities, including, but not limited to, towers, antennas and buildings or other structures constructed or located on the permitted site.

§ 101-23. Liability insurance.

Final Version

A. A holder of a special use permit for wireless telecommunications facilities shall secure and at all times maintain public liability insurance for personal injuries, death and property damage, and umbrella insurance coverage, for the duration of the special use permit in amounts as set forth below.

(1) Commercial general liability covering personal injuries, death and property damage:
\$1,000,000 per occurrence/\$2,000,000 aggregate;

(2) Automobile coverage: \$1,000,000 per occurrence/\$2,000,000 aggregate;

(3) Workers' compensation and disability: statutory amounts.

B. For a wireless telecommunications facility on City property, the commercial general liability insurance policy shall specifically include the City and its officers, councils, employees, committee members, attorneys, agents and consultants as additional insureds.

C. The insurance policies shall be issued by an agent or representative of an insurance company licensed to do business in the state and with a Best's rating of at least A.

D. The insurance policies shall contain an endorsement obligating the insurance company to furnish the City with at least 30 days' prior written notice in advance of the cancellation of the insurance.

E. Renewal or replacement policies or certificates shall be delivered to the City at least 15 days before the expiration of the insurance that such policies are to renew or replace.

F. Before construction of a permitted wireless telecommunications facilities is initiated, but in no case later than 15 days after the grant of the special use permit, the holder of the special use permit shall deliver to the City a copy of each of the policies or certificates representing the insurance in the required amounts.

§ 101-24. Indemnification.

A. Any application for wireless telecommunication facilities that is proposed for City property, pursuant to this chapter, shall contain a provision with respect to indemnification. Such provision shall require the applicant, to the extent permitted by the Law, to at all times defend, indemnify, protect, save, hold harmless, and exempt the City, and its officers, councils, employees, committee members, attorneys, agents, and consultants from any and all penalties, damages, costs, or charges arising out of any and all claims, suits, demands, causes of action, or award of damages, whether compensatory or punitive, or expenses arising therefrom, either at law or in equity, which might arise out of, or are caused by, the placement, construction, erection, modification, location, products performance, use, operation, maintenance, repair, installation, replacement, removal, or restoration of said facility, excepting, however, any portion of such claims, suits, demands, causes of action or award of damages as may be attributable to the negligent or intentional acts or omissions of the City,

or its servants or agents. With respect to the penalties, damages or charges referenced herein, reasonable attorneys' fees, consultants' fees, and expert witness fees are included in those costs that are recoverable by the City.

B. Notwithstanding the requirements noted in Subsection A of this section, an indemnification provision will not be required in those instances where the City itself applies for and secures a special use permit for wireless telecommunications facilities.

§ 101-25. Fines.

A. In the event of a violation of this chapter or any special use permit issued pursuant to this chapter, the City may impose and collect, and the holder of the special use permit for wireless telecommunications facilities shall pay to the City, fines or penalties as set forth below.

B. The holder of a special use permits failure to comply with provisions of this chapter shall constitute a violation of this chapter and shall subject the applicant to fines of \$250 per day, for each day the site is out of compliance and two times the application fee, outlined in § 101-20 of this chapter.

C. Notwithstanding anything in this chapter, the holder of the special use permit for wireless telecommunications facilities may not use the payment of fines, liquidated damages or other penalties, to evade or avoid compliance with this chapter or any section of this chapter. An attempt to do so shall subject the holder of the special use permit to termination and revocation of the special use permit. The City may also seek injunctive relief to prevent the continued violation of this chapter, without limiting other remedies available to the City.

§ 101-26. Default and/or revocation.

If a wireless telecommunications facility is repaired, rebuilt, placed, moved, relocated, modified or maintained in a way that is inconsistent or not in compliance with the provisions of this chapter or of the special use permit, then the City shall notify the holder of the special use permit in writing of such violation. A permit holder in violation may be considered in default and subject to fines as in § 101-25 and if a violation is not corrected to the satisfaction of the City in a reasonable period of time the special use permit is subject to revocation.

§ 101-27. Removal.

A. Under the following circumstances, the City may determine that the health, safety, and welfare interests of the City warrant and require the removal of wireless telecommunications facilities.

(1) Wireless telecommunications facilities with a permit have been abandoned (i.e., not used as wireless telecommunications facilities) for a period exceeding 90 consecutive days or a total of 180 days in any three-hundred-sixty-five-day period, except for periods caused by force majeure or Acts of God, in which case, repair or removal shall commence within 90 days;

Final Version

(2) Permitted wireless telecommunications facilities fall into such a state of disrepair that it creates a health or safety hazard;

(3) Wireless telecommunications facilities have been located, constructed, or modified without first obtaining, or in a manner not authorized by, the required special use permit, or any other necessary authorization and the Special Permit may be revoked.

B. If the City makes such a determination as noted in Subsection A of this section, then the City shall notify the holder of the special use permit for the wireless telecommunications facilities within 48 hours that said wireless telecommunications facilities are to be removed, the City may approve an interim temporary use agreement/permit, such as to enable the sale of the wireless telecommunications facilities.

C. The holder of the special use permit, or its successors or assigns, shall dismantle and remove such wireless telecommunications facilities, and all associated structures and facilities, from the site and restore the site to as close to its original condition as is possible, such restoration being limited only by physical or commercial impracticability, within 90 days of receipt of written notice from the City. However, if the owner of the property upon which the wireless telecommunications facilities are located wishes to retain any access roadway to the wireless telecommunications facilities, the owner may do so with the approval of the City.

D. If wireless telecommunications facilities are not removed or substantial progress has not been made to remove the wireless telecommunications facilities within 90 days after the permit holder has received notice, then the City may order officials or representatives of the City to remove the wireless telecommunications facilities at the sole expense of the owner or special use permit holder.

E. If the City removes, or causes to be removed, wireless telecommunications facilities, and the owner of the wireless telecommunications facilities does not claim and remove it from the site to a lawful location within 10 days, then the City may take steps to declare the wireless telecommunications facilities abandoned, and sell them and their components.

F. Notwithstanding anything in this section to the contrary, the City may approve a temporary use permit/agreement for the wireless telecommunications facilities, for no more 90 days, during which time a suitable plan for removal, conversion, or relocation of the affected wireless telecommunications facilities shall be developed by the holder of the special use permit, subject to the approval of the City, and an agreement to such plan shall be executed by the holder of the special use permit and the City. If such a plan is not developed, approved and executed within the ninety-day time period, then the City may take possession of and dispose of the affected wireless telecommunications facilities in the manner provided in this section.

§ 101-28. Relief.

Any applicant desiring relief, waiver or exemption from any aspect or requirement of this chapter may request such at the preapplication meeting, provided that the relief or exemption is contained in the submitted application for either a special use permit, or in the case of an existing or previously

granted special use permit a request for modification of its tower and/or facilities. Such relief may be temporary or permanent, partial or complete. However, the burden of proving the need for the requested relief, waiver or exemption is solely on the applicant to prove. The applicant shall bear all costs of the City in considering the request and the relief, waiver or exemption. No such relief or exemption shall be approved unless the applicant demonstrates by clear and convincing evidence that, if granted the relief, waiver or exemption will have no significant effect on the health, safety and welfare of the City, its residents and other service providers.

§ 101-29. Periodic regulatory review by city.

A. The City may at any time conduct a review and examination of this entire chapter.

B. If after such a periodic review and examination of this chapter, the City determines that one or more provisions of this chapter should be amended, repealed, revised, clarified, or deleted, then the City may take whatever measures are necessary in accordance with applicable law in order to accomplish the same. It is noted that where warranted, and in the best interests of the City, the City may repeal this entire chapter at any time.

C. Notwithstanding the provisions of subsections A and B of this section, the City may at any time and in any manner (to the extent permitted by federal, state, or local law), amend, add, repeal, and/or delete one or more provisions of this chapter.

§ 101-30. Adherence to state and/or federal rules and regulations.

A. To the extent that the holder of a special use permit for wireless telecommunications facilities has not received relief, or is otherwise exempt, from appropriate state and/or federal agency rules or regulations, then the holder of such a special use permit shall adhere to, and comply with, all applicable rules, regulations, standards, and provisions of any state or federal agency, including, but not limited to, the FAA and the FCC. Specifically included in this requirement are any rules and regulations regarding height, lighting, security, electrical and RF emission standards.

B. To the extent that applicable rules, regulations, standards, and provisions of any State or Federal agency, including but not limited to, the FAA and the FCC, and specifically including any rules and regulations regarding height, lighting, and security are changed and/or are modified during the duration of a special use permit for wireless telecommunications facilities, then the holder of such a special use permit shall conform the permitted wireless telecommunications facilities to the applicable changed and/or modified rule, regulation, standard, or provision within a maximum of 24 months of the effective date of the applicable changed and/or modified rule, regulation, standard, or provision, or sooner as may be required by the issuing entity.

§ 101-31. Conflict with other laws.

Where this chapter differs or conflicts with other laws, rules and regulations, unless the right to do so is preempted or prohibited by the City, state or federal government, this chapter shall apply.

§ 101-32. When effective.

Final Version

This chapter shall be effective immediately upon passage, pursuant to applicable legal and procedural requirements.

§ 101-33. Authority.

This chapter is enacted pursuant to applicable authority granted by the state and federal government.

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



OCT 20 2026

October 13, 2026

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

Re: Purchase of City Property

Dear Honorable Body:

In 2024 Eric Gamp purchased 105 Jefferson Avenue during the City's foreclosure auction, he is now asking to purchase 101 Jefferson Avenue City Property SBL# 182.75-2-14 to extend his property for a purchase price of \$700.00. The Engineer's Office has verified that there are no City utilities on this paper street at the end of Jefferson, and it is not a buildable lot. The only value would be to the adjacent owner for additional yard.

I respectfully request that your Honorable Body accept Mr. Eric Gamp's offer of \$600.00 for the purchase of 101 Jefferson Ave, City Property SBL# 182.75-2-14 to extend his lot at 105 Jefferson Ave.

If your Honorable Body should concur, I ask that you vote to proceed with the sale of this property subject to the final review and approval of the City Attorney.

Sincerely,



**Donna L Braun
City Clerk/Treasurer**

RECEIVED
CITY CLERK'S OFFICE
2026 OCT 14 AM 8:42
NORTH TONAWANDA NY

Eric Gampp

1375 Cambridge Ave.

North Tonawanda, NY 14120

716-909-8626

eric789_2001@yahoo.com

12/4/2025

Donna Braun

Clerk Treasurer

216 Payne Avenue

North Tonawanda, NY 14120

Dear Members of the Common Council,

I am writing to formally request the opportunity to purchase the vacant, City-owned lot located at **101 Jefferson Avenue** North Tonawanda, 14120 - 182.75-2-14 - SWIS: 291200

In 2024, I purchased the adjacent parcel at 105 Jefferson Avenue during the City's foreclosure auction. As the new owner of that property, I am committed to improving and maintaining the site in a manner that enhances the surrounding neighborhood. Acquiring 101 Jefferson Avenue would allow me to further that investment, ensure consistent stewardship of the adjoining lots, and keep these vacant lots on the City tax rolls.

I respectfully ask the Council to consider accepting my fair market value offer of \$600, and initiating the necessary steps to allow the sale of 101 Jefferson Avenue. I am prepared to comply with all City procedures, provide any additional information required, and work with the appropriate departments to move the process forward.

Thank you for your time and consideration of this request. I look forward to the possibility of contributing further to the improvement of our community.

Sincerely,

Eric Gampp

2025 DEC 17 AM 11:25
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE



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

October 15, 2026

OCT 20 2026

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

**Re: Bush Meadows Subdivision Phase II – Cardinal Way Extension
Dedication of Public Improvements**

Honorable Body:

Your acceptance of Bush Meadows Subdivision, Phase II is hereby requested.

The developer/contractor, Milherst Construction Co., Inc., has provided the city with the necessary maintenance bonds for the storm sewers, sanitary sewers, water main and asphalt pavement with concrete curbing in accordance with the provisions set forth under Chapter 72 of the city's Public Improvement Permit Ordinance. In addition, the developer's engineer, GPI Engineering, Landscape Architecture & Surveying, LLP, has provided the city with the required as-built maps and construction certification.

Therefore, I respectfully request that the Common Council approve Bush Meadows Subdivision, Phase II, accepting dedication of the roadway pavement and curbs, storm sewer system, sanitary sewer system, and water main with appurtenances. Also, your acceptance of the public utility easements is also requested.

Please do not hesitate to call me at 695-8565 if you have any questions.

Very truly yours,

Chelsea L. Spahr, P.E.
City Engineer

CLS:cls

Cc: file
Edward A. Zebulski III, City Attorney
John Urban, Superintendent of Public Works
Jason Koepsell, Superintendent of Water and Wastewater
Robert DePaolo, Building Inspector
James L. Collins, Sr., Milherst Construction
Kenneth Zollitsch, GPI

**RECEIVED
CITY CLERK'S OFFICE**

**2026 OCT 15 AM 11:46
NORTH TONAWANDA NY**



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

October 15, 2026

IV.2

OCT 20 2026

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

Re: City-Wide Fire Station Condition Assessment and Analysis

Dear Honorable Body:

The City bonded monies to complete a conditions assessment and analysis of all City - owned fire station in the City.

To complete this work, the City intends to procure the services of a professional engineering firm. This firm's responsibilities will include a structural capacity analysis of the existing slab at Fire Headquarters, building envelope assessments of all stations, and budgetary cost estimates for any design services and repairs that are recommended.

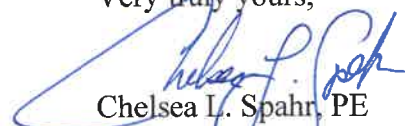
A request for proposals was issued in August 2026 and the City received fifteen (15) proposals from professional firms. A review committee was convened with representation from City Engineering and the Fire Department to review the proposals and provide a recommendation to the Council.

Upon review, the committee is recommending the City select LaBella to perform the design services. LaBella is a local firm with experience in these kinds of assessments. The review committee felt the team assembled by LaBella demonstrated the experience, expertise, and capacity to complete this project for the City.

I am hereby requesting this honorable body consider selecting LaBella to complete the City-Wide Fire Station Condition Assessment and Analysis and authorize the Mayor to sign a contract with LaBella, pending review and approval by the City Attorney, for the proposed design fee of \$57,975.

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

Very truly yours,


Chelsea L. Spahr, PE
City Engineer

CLS:cls

Cc: file
Chelsea L. Spahr, PE, City Engineer
Edward A. Zebulski III, City Attorney
Douglas Orlowski, Fire Chief
Jeffery Zellner, City Accountant
Michael Hall, AIA, LaBella

Prepared for:

Chelsea L. Spahr, PE
City Engineer
216 Payne Avenue
North Tonawanda, NY 14120
cspahr@northtonawanda.gov

Submitted by:

LaBella Associates
300 Pearl Street
Suite 130
Buffalo, NY 14202
(716) 551-6281



City-Wide Fire Station Condition Assessment & Analysis

CITY OF NORTH TONAWANDA

SEPTEMBER 18, 2026



September 18, 2026

Chelsea L. Spahr, PE
City Engineer
City of North Tonawanda
216 Payne Avenue
North Tonawanda, NY 14120

RE: Request for Proposals for City-Wide Fire Station Condition Assessment and Analysis

Dear Ms. Spahr:

LaBella Associates is pleased to submit our proposal to support the City of North Tonawanda in evaluating its fire stations and determining the best path forward for Fire Headquarters. With a new ladder truck on the way, the City needs clear answers about the existing structure, realistic improvement options, and a practical plan for future investment.

Clear answers at Fire Headquarters

Our team will evaluate whether the existing slab and supporting structure can safely accommodate the new ladder truck, while also considering the building's known structural and envelope concerns. We will help the City understand the implications, costs, and next steps for repair, modification, or alternative solutions.

A practical roadmap for all four stations

One integrated team will combine architecture, structural and civil engineering, mechanical, electrical, plumbing, building envelope, code review, and cost estimating. We will review records and assess the four stations consistently. The final report will connect deficiencies to operational impacts, corrective actions, priorities, and planning-level costs; the separate structural analysis will compare repair, modification, and addition options. I will recommend focused testing only where conditions warrant it.

As Essential Facilities Studio Leader/Manager, I will lead the effort and work closely with the City's Engineering and Fire Departments to keep the process coordinated, responsive, and focused on the City's decision-making needs.

Thank you for considering LaBella for this important assignment. We look forward to the opportunity to help North Tonawanda plan confidently for the continued safety and reliability of its fire facilities.

Respectfully submitted,
LaBella Associates, D.P.C.

A handwritten signature in blue ink, appearing to read 'Michael Hall', is written over a light blue horizontal line.

Michael Hall, AIA, CDT
Essential Facilities Studio Leader/Manager

TABLE OF CONTENTS

Cover Letter

SECTION 1

Qualifications & Related Project Experience

SECTION 2

Familiarity with Local, State and Federal Regulations

SECTION 3

Price Proposal

SECTION 4

Proposed Schedule

SECTION 5

Staff Allocated for this Project



SECTION 1.
QUALIFICATIONS & RELATED
PROJECT EXPERIENCE



GENERAL BACKGROUND

ABOUT LABELLA

At LaBella Associates, our job is to create – structures, plans, ideas, results. As a nationally recognized Design Professional Corporation, that's a given, right?

But here's what really drives us: creating partnership between our team and our clients. So much so that we become one team, unified in the unrelenting pursuit of exceptional performance on each and every project. Reliability. Accountability. Collaboration. Respect. Not skills we went to school for, but innate in LaBella team members.

The pursuit of partnership is embedded in our culture – has been since our inception in 1978. And it affects client outcomes in profound ways. It means we're built to expertly execute projects from start to finish. That we have the talent and resources to take on any challenge. That projects are completed on time, on budget, and beyond expectations. And that we win awards – not just for our talent, but also for our ethics, employee culture, and growth.

Today, our wheelhouse is broad, with four key service offerings: Buildings, Energy, Infrastructure, and Environmental. Our reach is widespread with over 2,200 staff located throughout the country and Europe. We're headquartered in Rochester, NY– but our impact is seen, felt, and experienced around the world.



TECHNICAL CAPABILITIES



INFRASTRUCTURE

- Civil Engineering
- Environmental
- Planning
- Transportation Engineering
- Land Surveying



BUILDINGS

- Architecture
- Planning
- Buildings Engineering
- Environmental
- Land Development & Landscape Architecture



ENVIRONMENTAL

- Environmental Consulting
- Environmental Contracting
- Buildings Engineering
- Solid Waste



ENERGY

- Program Management
- Renewables
- Planning
- Power Systems
- Environmental
- Civil Engineering

TECHNICAL CAPABILITIES

Areas of Firm Expertise

Architecture

- Architectural Design
- Project Management
- Development Scheduling
- Code Reviews & ADA Compliance
- Site Selection & Analysis
- Feasibility Studies
- Land Use Master Planning
- Space Planning
- Site/Sports Planning
- Computer-Aided Design & Drafting
- Facilities Evaluation & Planning
- Project Programming
- Cost Analysis
- Resident Project Representation

Building Code & Life Safety Services

- Municipal Plan Review, Inspection, & Code Analysis
- Building & Fire Code Evaluation
- Design Document Review
- Healthcare Risk Assessments & Code Training
- Electrical Safety & Arc Flash Compliance
- Health & Safety Training & Consulting

Civil Engineering

- Water Supply, Treatment, & Distribution
- Wastewater Collection & Treatment
- Gas Design, Including Leak-Prone Main, Gate, & Regulator Stations & Service Connections
- Stormwater Management
- Site Design



LaBella's wide breadth of services is what differentiates us.

- State & Local Permitting
- Athletic Facility Design
- Pedestrian & Vehicular Traffic Circulation

Commissioning Services

- Evaluation of Facility Requirements
- Compliance & Performance Reviews
- Field Verification
- Identify & Correct System Installation Deficiencies
- Review of Operations & Maintenance Manuals for Compliance
- Post Construction Assessments
- NYSERDA & LEED Commissioning
- Retro-Commissioning

Construction Engineering & Inspection

- Construction Inspection & Administration
- Scheduling
- Review of Drawings & Materials Submissions
- Maintenance & Protection of Traffic
- Constructability Reviews

Drilling

- Direct Push, Hollow Stem Auger, & Sonic Drilling of Unconsolidated Materials
- Wash Rotary, Air Hammer, & Coring Methods for Bedrock
- Depth Discrete Soil & Groundwater Sampling Via Direct Push
- Monitoring Well Installation & Development
- Remedial Well Installation
- Overwater Barge Drilling & Sampling
- Membrane Interface Probe (MIP) & Laser-Induced Fluorescence (LIF)
- Geotechnical (Standard Split Spoon & Shelby Tube Sampling)
- Well Decommissioning

Electrical Engineering

- Power Distribution Systems & Emergency Power
- Lighting & Life Safety Design
- Fire Alarm Engineering
- Security & Access Control Systems

TECHNICAL CAPABILITIES

- Telephone & Data Communications
- Electric Utility Engineering
- Process Control & Instrumentation

Energy Engineering

- Energy Auditing & Lighting Surveys
- Energy Master Planning
- Energy Metering & Monitoring
- Performance Contracting Assistance
- Energy Conservation Measures: Evaluation & Design
- Alternative Fuels: Biomass & Biogas
- Distributed Energy Resources: CHP, PV, & Wind
- Economic Analysis & Life Cycle Cost Analysis
- Rebate Assistance & Third-Party Reviews
- Facility Benchmarking
- LEED Assistance
- NYSERDA Program Services

Environmental Consulting & Contracting Services

- Phase I & II Environmental Site Assessments
- Remediation
- Brownfields
- Asbestos, Lead, & Mold Abatement Design
- Water Supply & Resources
- Water Resource Management
- Air Modeling
- Air Quality Services
- Industrial Hygiene & Safety
- Site Analysis & Site Selection
- Wetland & Stream Delineation & Permitting
- Ecological & Wildlife Studies
- SEQR/NEPA
- Environmental Contracting/Remediation

- Ecological Construction & Restoration
- Air Permitting

Geographic Information Systems (GIS)

- Project Scoping
- ArcGIS Enterprise Administration
- ArcGIS Online Administration
- Web-Based Mapping Applications
- Custom Python Tools & Scripting
- Custom Application Development (Desktop, Web, & Mobile Solutions)
- Website Design & Implementation
- Data Design & Database Management
- Field-Data Workflow Development & Management
- Geospatial Analysis
- Cartography & Map Design
- 3D GIS
- Visualizations
- Indoor GIS
- ArcGIS Utility Network

Geotechnical Engineering

- Subsurface Investigations
- Foundation Design
- Slope Stabilization
- Retaining Walls
- Dams
- Stream Restoration & Culverts

Interior Design

- Interior Design
- Space Utilization
- Furniture, Fixtures, Equipment, & Technology Integration

Landscape Architecture

- Master Planning
- Open Space Planning

- Feasibility Studies
- Land Use Analysis
- Site Design/Schematic Design
- Visual Assessments & Simulations
- Parks & Recreation Design
- Planting & Site Lighting Plans
- Landscape Restoration & Climate Adaptive Design
- Athletic Facilities
- Trail Planning & Design
- Streetscapes

Land Surveying

- Topographic Surveys
- ALTA/ASCM Land Title Surveys
- Property Line Surveys
- Construction Layout
- Right-of-Way Mapping
- 3D High-Definition Laser Scanning
- GPS Surveying: Static & RTK
- Digital Terrain Modeling
- Photogrammetric Control Surveys
- Land Records Research

Mechanical Engineering

- HVAC/Precision Cooling System Design
- Plumbing & Fire Protection
- Distribution Systems
- Building Systems & Controls
- Facilities Evaluation & Design
- Industrial Process Piping & Systems
- Geothermal
- Solar Thermal

Planning

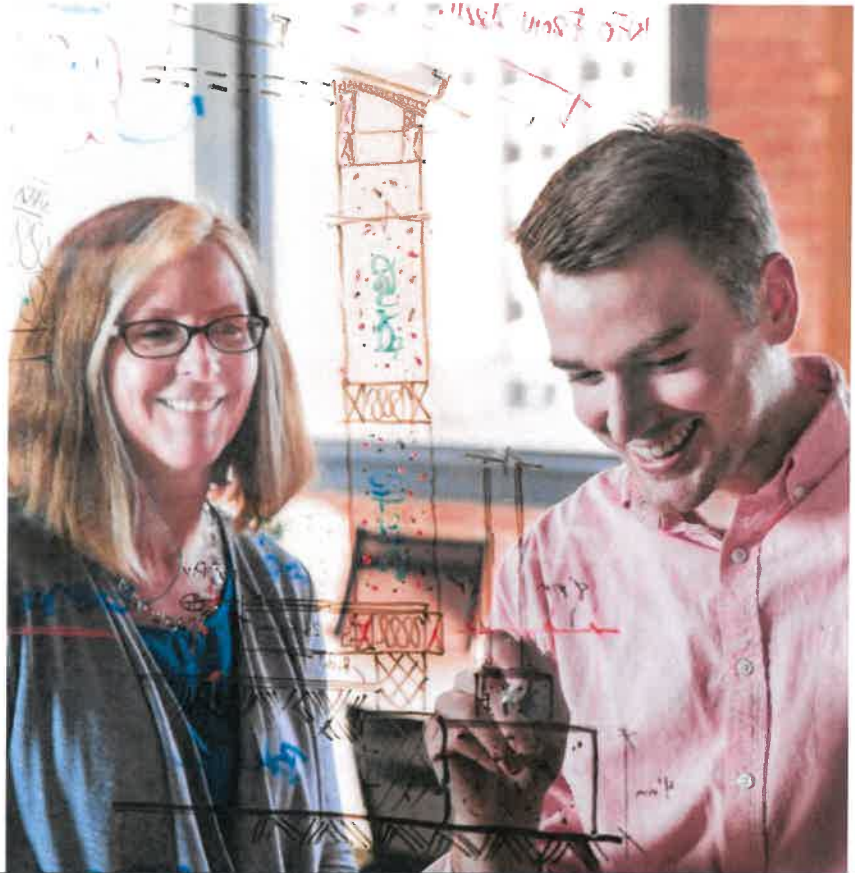
- Downtown Revitalization & Development
- Economic & Market Analysis
- Comprehensive Planning
- Grants & Financing
- Community Engagement

TECHNICAL CAPABILITIES

- Environmental Review
- Active Transportation
- Public & Private Development Services
- Geographic Information Systems (GIS)

Power Systems Transmission & Distribution

- Routing Analysis/Conceptual Design
- Survey-Topographical Survey/LiDAR
- Subsurface Utility Engineering
- Geotechnical Investigations
- Plan & Profile Drawings: OH & UG
- Trenchless Technologies
- Electric and Magnetic Field (EMF) Studies
- Civil Construction & Traffic Control Plans
- Permitting Support



Our project teams are comprised of professionals from diverse disciplines working together in partnership to tackle our toughest challenges.

- Engineering Construction Support

Substations

- Project Requirements & Equipment Specifications
- Geotechnical Studies
- Soil Resistivity Studies
- Ground Impedance Studies
- Topographical Survey
- Conceptual Design
- In-Ground Detailed Design
- Above-Ground Detailed Design
- System Protection & Controls

- Detailed Design
- Permitting Assistance
- Stormwater Pollution Prevention Plan
- Spill Prevention, Control & Countermeasure (SPCC) Plan

Program Management

- Portfolio & Program Management
- Project Management
- Procurement Coordination & Expediting
- Project Scheduling & Controlling

- Cost Analysis
- Risk Management

Renewable Energy

- Interconnection Design
- Site Plan Design & Approval
- Stormwater Design & Inspection
- ALTA & Topographic Survey
- Wetland & Stream Delineation Services & Mitigation
- Agricultural Monitoring
- Geotechnical Investigation & Report
- Pile Pull/Load Testing & Report



The pursuit of partnership is embedded in our culture – has been since our inception in 1978. And it affects client outcomes in profound ways.

- Critical Issue Analysis/Site Due Diligence
- Interconnection Application (Third-Party) Review & Management
- State or Local Environmental Impact Statement & Review
- Local, State, & Federal Permitting
- Noise & Visual Impact Analysis
- Protected Species Surveys
- Brownfield/Landfill Redevelopment
- Local Law Development Assistance
- Construction Phase Owner's Representation
- Wind Energy Project Review
- Decommissioning
- Program Management Support

Structural Engineering

- Structural Design & Inspection
- Load Ratings
- Site Engineering
- Substation Structural Design
- Foundation Design



Transportation Engineering

- Highway & Street Design
- Bridge Design
- Traffic Impact & Safety Studies
- Bicycle, Pedestrian, & Trail Planning & Design
- Parking Studies & Design
- Traffic Signal Design
- ADA Compliance
- NYSDOT Highway Work Permits
- NYSDOT PERM 75 Applications
- NYSTA Highway Work Permits
- County Highway Work Permits
- Work Zone Traffic Control Plan Development

Waste & Recycling

- Construction Phase Services
- Environmental Compliance & Remediation
- Facility Operations Consulting
- Operator Training & Certification
- Landfill Gas System Design & O&M
- Title V Permitting & Compliance
- Leachate Management & Treatment
- Organic Waste Management
- Closure & Post-Closure Design, Reuse, & Maintenance

FIRMWIDE ORGANIZATION

CHIEF EXECUTIVE OFFICER

Steve Metzger, PE

BOARD OF DIRECTORS

PRESIDENT

Jeffrey A. Roloson, AIA

CHIEF FINANCIAL OFFICER

Rob Pepe

ARCHITECTURE & INTERIORS

Essential Facilities Group
Commercial
Education
Religious
Healthcare
Arts & Recreation

BUILDINGS ENGINEERING

Mechanical, Electrical & Plumbing
Structural
Energy
Commissioning
Dams & Hydropower

CIVIL ENGINEERING

Municipal Engineering
Infrastructure
Site Development
Gas Design
Landscape Architecture
Inspection
Athletic Facilities
Planning & Grants

ENVIRONMENTAL

Environmental Due Diligence -
Phase I & Phase II
Regulated Building Materials
Brownfield & Urban Redevelopment
Environmental Compliance
Environmental Contracting & Drilling
Energy, Utility & Natural Gas

PROGRAM MANAGEMENT

Field Construction Management
Program Development
Project Management Plans
Risk Management
Procurement/Expediting
Quality Assurance/Quality Control

POWER SYSTEMS ENGINEERING

Substation Design
Protection, Control & Automation
Substation Maintenance
Transmission Line Design
Circuit Analysis
Project Management

TRANSPORTATION

Bridge & Structural Design
Highway & Street Design
Transportation Planning & Traffic Engineering
Construction Engineering
Land Surveying & Mapping
Geotechnical Engineering

WASTE & RECYCLING

Permitting/Design/CQA
Ops Consulting/Operator Training
Gas System Permitting/Design
Gas System O&M
Environmental Compliance
Organic Waste Management & Recycling

MARKETING

HUMAN RESOURCES

ACCOUNTING & INFORMATION TECHNOLOGY



PROJECT MANAGER & KEY TASK MANAGERS BACKGROUND

PROJECT MANAGER & KEY MANAGER BACKGROUND



The LaBella team provides a unique blend of full-service capabilities, combined with strategic partnerships, that create a team dynamic perfectly suited for your project. Our team has been hand selected to meet the distinct demands of this build out for the advanced manufacturing program. Aligned with a central vision, rooted in collaboration, our project partners will utilize our synergies and leverage each other's strengths to ensure project success.

Our internal staff and subconsultants have extensive higher education and shop design, and advanced manufacturing design experience.

All of our subconsultants have worked with our Team before and are trusted partners in regards to quality and responsiveness.

Our approach to any project follows these steps: understand the goal, staff the project with the right people, and execute at a high level. We'll ask the right questions to understand the problem, recommend solutions—including alternatives—and keep you informed. We believe that as professionals, our job is to provide good information that is presented clearly, in order for you to make the best decisions. Our Project Managers are key to this process at the project level. Our principals will stay in close contact, staying informed, and available.

Project Leadership

MICHAEL HALL, AIA, CDT Mike has over 23 years of experience and has served as both Project Manager and Architect on a variety of project types. Mike is the Essential Facilities leader, supporting municipal, public safety, and fire design projects throughout the region. As a result of this project diversity, Mike has cultivated a unique ability to communicate with both clients and contractors, and a project management approach that is flexible and responsive to evolving requirements.

Project Management

PATRICK MONTI Patrick Monti is a Project Architect and Project Manager with 20 years of experience in architecture and construction. He specializes in technical documentation and multidisciplinary coordination, with design and drafting experience across structural, mechanical, electrical, and plumbing systems. His hands-on construction background provides a practical understanding of constructability, building performance, and project delivery. Patrick served as Project Manager for the City of Buffalo's \$10.25 million Seneca and Southside Firehouse, a 17,500-square-foot municipal facility.

Principal-In-Charge / Fire Station Design Specialist

DANIEL PIETERS, AIA Dan is LaBella's Fire Station Design Expert. With over 30 years of project experience, his design expertise with emergency response facilities includes new construction, additions, and renovations. He has served as both Project Architect and Project Manager on projects that have included living quarters, storage space, meeting/banquet spaces, fire training facilities, office areas, and commercial kitchens.

TEAM ORGANIZATION

We build a project team by thoughtfully engaging professionals that have demonstrated reliability, accountability and collaboration.



Daniel Pieters, AIA

Principal-In-Charge
Fire Station Design Specialist

Michael Hall, AIA, CDT

Essential Facilities Studio Leader
/ Manager

Jeffrey Kloetzer, AIA NCARB

Quality Assurance / Quality
Control

ELECTRICAL ENGINEERING

Chuck Lind, PE

Sr. Electrical Engineer

Adam Lysiak, PE, LEED AP, LC

Electrical Engineer

CIVIL ENGINEERING

Robert Steehler, PE

Sr. Civil Engineer

Kristopher Wrinkler, PE

Civil Engineer

STRUCTURAL

Kevin DeRoller, PE

Sr. Structural Engineer

ARCHITECTURE & INTERIORS

Patrick Monti

Project Architect / Project
Manager

Stephen Parrish, RA, LEED AP, NYSCEO

Project Architect / New
York State Certified Code
Enforcement Official

Daniel Mabie, RA

Project Architect

Tracy Venette, CID

Sr. Interior Designer

MECHANICAL / PLUMBING ENGINEERING

Brett Driscoll, PE, LEED AP

Sr. Mechanical Engineer

Spencer Chaput

Mechanical Engineer

Nathan Fox

Plumbing Engineer

COST ESTIMATING

David Weller, AIA

Architect & Cost Estimator

OPTIONAL SERVICES

LaBella offers in-house
hazardous material testing
which can be provided as an
optional service.

ENVIRONMENTAL

Derek Banach

Environmental Project Manager



DANIEL A. PIETERS

Principal-in-Charge / Firematic Design Specialist

Dan is LaBella's Fire Station Design Expert. With over 30 years of project experience, his design expertise with emergency response facilities includes new construction, additions, and renovations. He has served as both Project Architect and Project Manager on projects that have included living quarters, storage space, meeting/banquet spaces, fire training facilities, office areas, and commercial kitchens.

AIA

Registered Architect
New York

American Institute of Architects

EDUCATION

Montana State University:
MArch, Architecture

Montana State University: BArch,
Architecture

SUNY Alfred: AS, Architectural
Technology

CERTIFICATION/ REGISTRATION

Certified in the Planning and
Building of Animal Shelters,
2000

Au Sable Forks Fire District Inc New Volunteer Fire Station— Au Sable Forks, NY

Principal in Charge/FS Design
Manager

West Webster Fire District: New Fire Station—Webster, NY*

Project Manager/FS Design
Manager

Spencerport Fire District: New Fire Station—Spencerport, NY*

Project Manager/FS Design
Manager

City of Tonawanda Fire Department—Tonawanda, NY*

Project Manager/FS Design
Manager

Jamesville Fire District: Replacement Facility Needs Assessment—Jamesville, NY*

Project Manager/FS Design
Manager

Town of Corning: Fire Station/ Town Hall Feasibility Study— Corning, NY

Principal in Charge/FS Design
Manager

Town of Avon, CT: Fire Dept Feasibility Report—Avon, CT

Principal in Charge/FS Design
Manager

City of Troy Fire Department: Station No.1 Feasibility Study— Troy, NY

Principal in Charge/FS Design
Manager

Village of Chatham: Fire Department #58 Feasibility Study—Chatham, NY

Principal in Charge/FS Design
Manager

Town of Mohawk: District Fire Station Replacement—Fonda, NY

Principal in Charge/FS Design
Manager

Penfield Fire District: Station No.1 Kitchen Renovation—Penfield, NY

Principal in Charge/FS Design
Manager

Niagara County: WNY First Response & Preparedness Center—Niagara, NY

Project Manager/FS Design
Manager

City of Rochester: Engine 16, Hudson Avenue Firehouse Expansion—Rochester, NY

Quality Control Reviewer and
Specifications Coordinator

Chili Fire Department: Interior Renovation of Company No.3— Chili, NY

Project Architect

**Completed under previous employment*



MICHAEL HALL

Essential Facilities Studio Leader / Manager

Mike has over 23 years of experience and has served as both Project Manager and Architect on a variety of project types. Mike leads the Essential Facilities Studio. His experience includes both public and private facilities for commercial, corporate, recreation, retail, K-12 education and industrial markets. As a result of this project diversity, Mike has cultivated a unique ability to communicate with both clients and contractors, and a project management approach that is flexible and responsive to evolving requirements.

AIA, CDT

Registered Architect, NY

EDUCATION

Alfred State College: B.A.Sc.,
Architecture

CERTIFICATIONS

CSI, Construction Documents
Technologist (CDT)

ORGANIZATIONS

American Institute of Architects
(AIA)

Au Sable Forks Fire District: New Fire Department Building—Au Sable Forks, NY

Project Architect for a new 13,000 sq. ft. Fire Station including Apparatus Bays, Offices, and Kitchen. Sewer system incorporated grit, grease and oil separators. Municipal water supply included cross connection controls and coordination with water supplier and Clinton County Department of Health. Nature gas piping system served the cooking equipment in the kitchen and building heating. Services were provided for a complete wet type sprinkler system, which was provided as a dedicated design by the Construction Manager.

Town of Mohawk: District Fire Station Replacement—Fonda, NY

Project Architect for the replacement of the Town of Mohawk's Fire Station. LaBella's emergent facility design team working with the Town and Fire District to design the replacement building. The building will be approximately 12,500 sq. ft. and located on a new-site. The existing station will remain in-place and fully operational until the new station is complete. The building will

be a single story structure, and include approximately 5,500 sq. ft. of Apparatus Bay space, while the remainder of the space will be dedicated to Firematic Support and Community / Training Space.

Village of Oxford: Oxford Fire Station Capital Improvement Project—Oxford, NY

Project Architect for the needs assessment and feasibility study to develop the design of the improvements of the Oxford Fire Station. The project includes a 2,000 sq. ft. addition to the rear of the existing station and renovations to the existing Station. The renovations are intended to improve ADA compliance and exterior maintenance issues and interior alterations.

Ticonderoga Joint Fire District, New Fire Station—Ticonderoga, NY

Principal for this project which will replace a structurally deficient and operationally outdated fire station with a 12,700-square-foot essential-services facility designed for resilience, safety, and future staffing needs. A phased construction plan will maintain equipment storage during demolition and reconstruction while avoiding the cost of a temporary station.



JEFFREY KLOETZER

Quality Assurance / Quality Control

AIA, NCARB

Registered Architect, NYS

EDUCATION

State University of New York
at Buffalo: School of
Architecture and Planning,
Master of Architecture

State University of New York
at Buffalo: School of
Architecture and Planning
Bachelor of Science in
Architecture

Erie Community College:
Architectural and Construction
Technology Associates of
Applied Science

ORGANIZATIONS

Boys & Girls Clubs of
The Northtowns
Board Member, Facilities
Committee

Buffalo Shamrocks Hockey Club
Coaching Staff Member

AIA Buffalo/WNY Chapter:
Current Board Member

Erie Community College:
Architecture Dept. Advisory
Board

Mr. Kloetzer has over 27 years of experience in the field of Architecture with an emphasis on programming and design. He is committed to design exploration that results in the optimal solution for our clients. Mr. Kloetzer strives to implement a design process that incorporates solutions from our entire design team. He takes a project from design through coordination and technical documentation, recognizing the importance of consistent involvement in all aspects of the project. Mr. Kloetzer has been involved in a broad range of projects for both public and private clients, focusing primarily on civic and educational type facilities.

City of Buffalo: Bailey Kensington Fire Station— Buffalo, NY

The space program required a 2-bay Apparatus Room to accommodate one pumper and one ladder truck. Support spaces include sleeping quarters for officers and staff, locker and shower rooms, day room, kitchen/dining area, and an exercise room. The design approach was developed through addressing the site specific constraints first, and establishing the best position for the Apparatus Room to provide direct and convenient access to Bailey Avenue. The supporting spaces wrap the Apparatus Room for ease of access and efficiency, resulting in a compact building footprint. Exterior and interior building materials were carefully selected based on long term durability and ease of maintenance. The fire department specifically requested the limited use of windows, so that daylighting could be easily controlled in the occupied spaces.

City of Buffalo DPW&S: Hennepin Park Community Center Roof—Buffalo, NY

Selected for renovations to the Hennepin Park Community Center in 2016. Upgrades include door hardware replacement, masonry restoration, mechanical improvements and single ply EPDM roof replacement.

Brockport Central School District: Brockport Capital Project—Brockport, NY

Upon completion of a building conditions survey by Stieglitz Snyder Architecture, it was determined the Brockport school district required various immediate improvements throughout the School District. Cost estimates were prepared to determine the value of work and then presented to the community for approval by referendum.

Niagara University: First Congregational Church - Rehabilitation into an Academic Innovation Hub—Niagara University, NY

QA/QC Manager for conversion of 1854 Church into an Academic Innovation Hub to offer academic and civil programming, direct neighborhood outreach, historical and cultural events.



PATRICK MONTI

Project Architect / Project Manager

Patrick has 20 years of experience in the fields of Architecture and Construction with an emphasis on technical documentation. He has design/drafting experience in multiple trades including Structural, Mechanical, Electrical and Plumbing. His field experience in the construction trades brings a deep technical knowledge to our team.

EDUCATION

Erie Community College: AAS,
Architectural/Construction
Technology

City of Buffalo: Bailey Kensington Fire Station — Buffalo, NY

The space program required a 2-bay Apparatus Room to accommodate one pumper and one ladder truck. Support spaces include sleeping quarters for officers and staff, locker and shower rooms, day room, kitchen/dining area, and an exercise room. The design approach was developed through addressing the site specific constraints first, and establishing the best position for the Apparatus Room to provide direct and convenient access to Bailey Avenue. The supporting spaces wrap the Apparatus Room for ease of access and efficiency, resulting in a compact building footprint. Exterior and interior building materials were carefully selected based on long term durability and ease of maintenance. The fire department specifically requested the limited use of windows, so that daylighting could be easily controlled in the occupied spaces.

Bowmansville Volunteer Fire Association: Bowmansville Volunteer Fire Association — Bowmansville, NY

City of Buffalo DPW&S: Hennepin Park Community Center Roof — Buffalo, NY

Selected for renovations to the Hennepin Park Community Center in 2016. Upgrades include door hardware replacement, masonry restoration, mechanical improvements and single ply EPDM roof replacement.

Niagara University: Niagara University Clet Plaza Roof — Lewiston, NY

The scope of work at Niagara University's Clet Hall initially included a comprehensive reconstruction of their 1,600 square foot plaza deck including a new waterproof membrane and concrete pavers.

Brockport Central School District: Brockport Capital Project — Brockport, NY

Upon completion of a building conditions survey by Stieglitz Snyder Architecture, it was determined the Brockport school district required various immediate improvements throughout the School District. Cost estimates were prepared to determine the value of work and then presented to the community for approval by referendum. With a successful referendum,



STEPHEN PARRISH

Project Architect / New York State Certified Code Enforcement Official

As an Architectural Designer and Project Manager, Mr. Parrish has provided project design and management for over 30 years. Steve has vast experience designing for Industrial and Manufacturing projects with an emphasis on those involving hazardous materials and ADA requirements. He is extremely proficient in Quality Assurance and Code Reviews, which expedites the review processes with local and state authorities thus ensuring that aggressive deadlines are met through creative, practical and efficient solutions to complex code issues

RA

NYS Registered Architect

EDUCATION

University at Buffalo, State University of New York: Bachelor of Professional Studies in Architecture

ORGANIZATION

LEED Accredited Professional

NYS Certified Code Enforcement Official

Niagara Frontier Transportation Authority: LRRT - Ventilation Fan and Damper Replacement—Buffalo, NY

Project Architect for bid documents for the rehabilitation or replacement of various under-platform ventilation exhaust fan and damper assemblies throughout the Light Rail Rapid Transit (LRRT) underground stations.

Pine Pharmaceuticals: New Pharmaceutical Manufacturing Facility—Tonawanda, NY

Project Manager; Design of a new 25,000 sq. ft. facility comprised of FDA cGMP and USP 797 and 800 compliant ISO Level 8, 7, and 5 hazardous and nonhazardous compounding clean rooms. Approx. 15,000 sq. ft. of the building is dedicated to manufacturing, fulfillment and warehousing operations, and the balance of 10,000 sq. ft. accommodates office and employee support functions.

Pine Pharmaceuticals: Addition Design—Tonawanda, NY

Project Manager; Based on early, tremendous growth, Pine needed to expand their clean room space as well as their shipping/

receiving & warehouse areas. With the increase in capacity, a new employee entrance, additional locker rooms, & a break room were included. The new 48,000 sq. ft. addition almost triples the square footage of the building and allows for future clean room expansion within the building shell.

Sumitomo Rubber USA: Utility Tunnel Upgrades—Tonawanda, NY

Project Architect Lead design consultant for Sumitomo Rubber Safety/Risk Management and Engineering groups to add egress and upgrade their current utility/steam tunnels that surround and bisect their production plant. Performed field investigations and verification to enable implementation. Prepared Exiting/Life Safety plans and a code analysis to withstand third party peer review.

IMA LIFE: 700 Colvin Woods Parkway New Office & Manufacturing Facility Phases 1 & 2—Tonawanda, NY

Project Manager, Architectural and engineering services for pharmaceutical equipment manufacturer IMA Life North America.



KEVIN DEROLLER

Senior Structural Engineer

Kevin serves as a Structural Engineer in the Buildings Group of LaBella's Structural Engineering Division and has over 17 years of experience. His main responsibilities include document production and project assistance. He has experience in AutoCAD and Revit for document production. Kevin also has project experience in utilities, higher education, K-12, and local municipalities.

PE

Professional Engineer
NY, CO, OH, WV

EDUCATION

**University at Buffalo: M.S.,
Structural & Earthquake
Engineering**

**SUNY University at Buffalo: B.S.,
Civil Engineering**

CERTIFICATION/ REGISTRATION

**OSHA 10-hour, ACI Concrete
Inspector Course**

**Nuclear Soil Gage Certification
Course**

Au Sable Forks Fire District: New Volunteer Fire Station—Au Sable Forks, NY

Structural Engineer for the design of a new 13,200 sq. ft. fire department building. Together with the construction manager, the new fire station now includes a 10-truck apparatus bay, a mezzanine for training purposes, and 6,000 sq. ft. of administration space, including offices, a community/training room, a kitchen, and a day room.

City of Rochester: Emerson St. Fire House Evaluation— Rochester, NY

Sr. Structural Engineer on the firehouse masonry condition report. Provided a limited building survey report based on findings of serious structural issues and recommendations for a cost estimate on repairs.

Town of Sodus: Highway Garage—Sodus, NY

Sr. Structural Engineer for new highway garage facility for the Town of Sodus. The original garage was lost to a fire. LaBella was retained to provide architectural and engineering services to demolish the remainder of the existing damaged building and provide new building design.

North Tonawanda Central School District: 2016 CIP—North Tonawanda, NY

Structural Engineer for the renovation and additions for the North Tonawanda School District. Additions include a 9,000 sq. ft. gym addition with clear story HSS truss roof structure, a 7,000 sq. ft. music addition, and conversion of an existing gym to a library. Responsibilities included the design of the additions sub and super structure system and analysis and renovation of the existing structures. Managed the structural design team on creating BIM models for multi discipline coordination and for producing construction documents.

Orleans-Niagara BOCES— Medina, NY

Structural Engineer for analyzing the roof framing of two (2) existing steel framed buildings for the addition of several new mechanical units. Analyzed drawings in to determine the existing and new roof loadings on the steel framing and open web joists. Designed several new mechanical unit support frames support by the existing roof framing and designed strengthening to support the additional loads and to limit stress reversal in the existing steel joists.



DANIEL A. MABIE

Project Architect

Daniel is a project manager with over 10 years of experience in the architectural field providing various levels of design, development, and construction. He has experience in design coordination, building permitting, state approvals, and BIM management.

RA

EDUCATION

Syracuse University: BArch

Southern California Institute of Architecture (SCI-Arc): M.S. in Environmental Studies - Synthetic Landscapes

Southern California Institute of Architecture (SCI-Arc): M.S. Design Theory & Pedagogy

Ellicottville Volunteer Fire Department: Addition & Renovation—Ellicottville, NY

Providing architectural design services for the renovation of the existing building and a 1,300 square foot addition for a new truck display area for the Volunteer Fire Department.

Ticonderoga Joint Fire District, New Fire Station—Ticonderoga, NY

Lead Project Manager / Architect for this project which will replace a structurally deficient and operationally outdated fire station with a 12,700-square-foot essential-services facility designed for resilience, safety, and future staffing needs. A phased construction plan will maintain equipment storage during demolition and reconstruction while avoiding the cost of a temporary station.

NY DOT: Camillus and North Area Maintenance Facilities Feasibility Study—Dewitt, Camillus, Warners, NY*

Assistant Architect; Considered combination of demolitions, renovations, and additions so that operations can be effectively serviced from both locations. As a continuation of the study, this project involves the design of additions and alterations to over 220,000 square feet of county highway and equipment facilities.

This included substantial product research for ideal high performance concrete additives and composition as well as a complete review of every project detail and specification to phase out a range of products and materials for regulatory changes our client was subject to, as well as the integration of last-minute alternates.

Rochester International Academy: Capital Improvement Project—Rochester, NY*

Project Manager and Lead Designer for a renovation of nearly 100 large historic windows, including classroom and gymnasium windows as part of a historic façade. In addition, we conducted infrared testing of the existing roof to determine areas of moisture infiltration and conducted selective demolition to analyze conditions below the roof deck, where some moisture was detected in the auditorium ceilings below.

Wayne County: DSS Building Façade Renovations—Lyons, NY

Project Architect to provide schematic design through construction administration design services for exterior façade improvements on the existing brick masonry at the DSS Office Building located at 77 Water Street, Lyons, NY.

**Projects completed prior to joining LaBella*





TRACY VENETTE

Senior Interior Designer

Tracy has over 29 years of interior design and project experience. She has served as Interior Designer on an array of commercial, municipal, and institutional projects. These projects include educational facilities, fire stations, corporate office design and facility management, and transit stations. Her strengths include master planning and programming to create working and functional spaces along with database creation and maintenance for large projects, including standards creation.

CID

Certified Interior Designer
New York State

EDUCATION

State University of New York
College at Buffalo: B.S. Interior
Design

Cazenovia College: A.A.S.
Commercial Illustration

CERTIFICATION/ REGISTRATION

National Council for Interior
Design Qualification (NCIDQ)
Certified

LEED Accredited Professional

ORGANIZATION

International Interior Design
Association (IIDA)

Au Sable Forks Fire District: New Fire Department Building—Au Sable Forks, NY

Interior Designer for a new
13,000 sq.ft. Fire Station including
Apparatus Bays, Offices, and
Kitchen.

Glenville Hill Fire District: New Fire Station #8—Glenville, NY

Interior Designer for the design of
a new 7,000 sq.ft. fire station. The
new single story structure will
be built on the existing site and
the existing station will remain
in place, and will undergo minor
renovations

Village of Oxford: Oxford Fire Station Capital Improvement Project—Oxford, NY

Interior Designer for the needs
assessment and feasibility study
to develop the design of the
improvements of the Oxford Fire
Station. The project includes
a 2,000 sq.ft. addition to the
rear of the existing station, ADA
improvements and exterior
maintenance issue corrections
and interior alterations to the
existing structure.

Ellicottville Volunteer Fire Department: Addition and Renovation Ellicottville, NY

Interior Designer for the
renovation of the existing building
and the addition of a new truck
display area

Town of Mohawk: District Fire Station Replacement—Fonda, NY

Interior Designer for the 12,500 sq.
ft. Fire Station including apparatus
bays, offices, and kitchen, which
will now accommodate eight
fire trucks, while the remainder
of the space remains dedicated
to firematic support and
community/training space.

Niagara County: Law Enforcement Academy— Lockport, NY

Interior Designer for a new 14,000
sq. ft. educational training facility
for the County Sheriff's Office,
Niagara County Community
College, and other regional law
enforcement agencies. The
14,000 square foot police training
facility is located on the Niagara
Community College's Campus,
and will serve the community
college and regional law
enforcement agencies. The scope
of work included all building
and site related design services
from schematic design through
construction administration.

**Projects were completed under
previous employment*





DAVID WELLER

Architect & Cost Estimator

David has over 30 years of experience as a Project Manager responsible for conceptual design through construction phases for architectural and multi-discipline projects. David serves as Sr. Project Manager and Team Leader for small through large scale design and construction projects.

AIA

Registered Architect
New York

EDUCATION

Finger Lakes Community
College: AAS, Architectural
Technology

Finger Lakes Community
College: AAS, Mechanical
Technology

ORGANIZATIONS

American Institute of Architects

Construction Specifications
Institute Member

Town of Irondequoit: DPW Building Assessment Report— Irondequoit, NY

Reviewed and recommended repairs for a 30,000 sq. ft. facility. Included repair of failing brick joints, damaged areas due to truck impacts and door replacement.

Town of Tyre: New Town Hall— Seneca Falls, NY

Project Manager for a new 8,000 sq. ft. Town Hall which encompassed the Town Clerk, Planning and Zoning, the Town Supervisor and a combination Town Hall meeting and Courtroom space along with judge office and support spaces.

Tompkins County Health Department: Building Renovation—Lansing, NY

Architectural Designer for a major renovation of an office building into a mixed-use building for the Tompkins County Health Department. This two-story, 33,460 sq. ft. building located in the Cornell Business & Technology Park will have patient exam and care areas, including an Airborne Infection Isolation Room. The project was designed and constructed to achieve a LEED Silver rating.

Ulster County: Law Enforcement Center 911 Operations Center Relocation Study—Kingston, NY

Provided a study, conceptual design and estimates to infill the second floor level of the rotunda located at the Ulster County Law Enforcement Center at 380 Boulevard. The primary focus of this work was to verify feasibility of infill of the second floor level of the rotunda to accommodate the relocation of the 911 operations on Golden Hill Drive.

Monroe County, NY: Monroe County Office Building— Rochester, NY

Project Manager / Architect for a Multi-Floor Renovation for Program Report then Design of Infrastructure and Toilet Room Upgrades. Review of Building conditions and recommendations for window upgrades for energy performance improvements, Skylight replacement including Opinion of Probable Construction Costs for recommended work to be completed. Design of Toilet Rooms to comply with ADA and Code requirements.

Steuben County: Caton Highway Shop—Caton, NY

Client Manager for the design of a new 5,000 sq. ft. Steuben County Highway Maintenance shop, located in Caton, NY.



BRETT DRISCOLL

Senior Mechanical Engineer

Brett brings over 25 years of experience in HVAC and plumbing system design, project management, and QA/QC oversight. He has supported and led projects across municipal, commercial, K-12, and higher-education markets. His expertise includes HVAC, plumbing, and fire protection system design; building evaluations; and commissioning. Brett's responsibilities focus on project management, staff leadership and mentoring, client coordination, and providing technical direction and quality assurance/quality control for mechanical and plumbing/fire protection disciplines.

PE, LEED AP
Professional Engineer
NY, NC

EDUCATION
Alfred State College: A.A.S.,
Mechanical Engineering

ORGANIZATION
American Society of Heating,
Refrigeration and Air Condition
Engineers

American Society of Plumbing
Engineers

**CERTIFICATION/
REGISTRATION**
LEED Accredited Professional

**Au Sable Forks Fire District Inc.:
New Volunteer Fire Station—Au
Sable Forks, NY**

Sr. Mechanical Engineer for the design of a new 13,200 sq. ft. fire department building. Together with construction manager Hueber-Breuer Construction Company Inc. the new fire station will include a 10-truck apparatus bay, a mezzanine for training purposes, and approximately 6,000 sq. ft. of administration space, including offices, a community/training room, a kitchen, and a day room.

**Glenville Hill Fire District: New
Fire Station #8—Glenville, NY**

Sr. Mechanical Engineer for the design of a new 7,000 sq. ft. fire station.

**Village of Oxford: Oxford Fire
Station Capital Improvement
Project—Oxford, NY**

Sr. Mechanical Engineer for the needs assessment and feasibility study to develop the design of the improvements of the Oxford Fire Station. The project included a 2,000 sq. ft. addition to the rear of the existing station and renovations to the existing Station. The renovations improved ADA compliance and exterior

maintenance issues and interior alterations.

**West Webster Fire Department:
Station 1—Webster, NY**

Sr. Mechanical Engineer for the design of a new Fire Station. The project included design of new variable refrigerant HVAC system, energy recovery ventilation units as well as radiant in floor heating systems, snow melt systems and vehicle exhaust system design. Prepared and reviewed bid and construction documents as well as completed construction administration services.

**North Tonawanda Central
School District: 2015 Capital
Improvements Project—North
Tonawanda, NY**

Sr. Mechanical Engineer for the boiler replacement and HVAC systems upgrades in multiple district buildings.

**Brockport Central School
District: SED, Building Condition
Survey—Brockport, NY**

Sr. Mechanical Engineer for the inspection, evaluation and reporting of all building components, site observations, HVAC, plumbing and fire protection systems.



SPENCER CHAPUT

Mechanical Engineer

EIT

Engineer in Training

EDUCATION

Alfred University: B.S.
Mechanical Engineering

Junior Mechanical Engineer in the Buildings Engineering Division. Three years of experience in higher education, k-12, municipal, and utility projects. Experienced in modeling and drafting using Revit and AutoCAD and calculating building heating and cooling loads using Trane Trace and Carrier HAP. Responsibilities include verifying existing field conditions, calculating building loads, creating mechanical and plumbing plans, sizing new equipment, and administration and commissioning services throughout construction for renovations and new builds.

City of Rochester: Broad and Allen Firehouse Priority Facility Improvements—Rochester, NY (2022-Present)

Jr. Mechanical Engineer for the full gut and renovation of RFD's Broad and Allen firehouse. This project is part of an ongoing modernization of each of RFD's firehouses. Designed the renovated building to be equipped with a new boiler plant, VRF and DOAS mechanical system, kitchen hood and makeup air unit, specialized apparatus bay exhaust and alarm systems, and more.

City of Rochester: Goodman Firehouse Renovation—Rochester, NY (2022-Present)

Jr. Mechanical Engineer for the full gut, renovation, and addition to RFD's Goodman firehouse. This project is part of an ongoing modernization of each of RFD's firehouses. Designed the renovated building to be equipped with a new boiler plant, VRF and DOAS mechanical system, kitchen hood and makeup air unit, specialized apparatus bay exhaust and alarm systems, and more.

Glenville Hill Fire District: New Fire Station #8—Glenville, NY

Jr. Mechanical Engineer for the mechanical and plumbing design of a new 7,000 sq. ft. fire station. Mechanically, the building was designed with a new boiler plant, slab radiant heat, heat pump cooling, and exhaust systems for specialty rooms and apparatus bay. Plumbing wise, the building was outfitted with trench drains spanning the apparatus bay, sand and lint interceptors, natural gas domestic water heater, recirculation pump, and pressure boosting pump.

Great Sacandaga Lake Fire District: New Fire Station—Northville, NY

Jr. Mechanical Engineer for the mechanical and plumbing design of a new 14,000 sq. ft. fire station. Mechanically, the building was designed with a new boiler plant, slab radiant heat, two air source heat pump rooftop units, and exhaust systems for specialty rooms and apparatus bay. Plumbing wise, the building was outfitted with trench drains spanning the apparatus bay, grease interceptor, and sand interceptor.



NATHAN A. FOX

Mechanical Engineer

Nate has over 15 years of experience as a mechanical engineer. His background includes design and evaluation of HVAC systems, fire protection systems, plumbing, electrical and architectural design. He can perform fire protection and HVAC modeling/calculations as well as pipe stress analysis calculations. Nate also specializes in solid modeling/drafting programs such as inventor, solidworks and Revit.

EIT

Engineer-in-Training
New York

EDUCATION

**Alfred State College: B.S.,
Mechanical Engineering
Technology**

ORGANIZATIONS

**American Society of Heating,
Refrigeration, and Air
Conditioning Engineers**

**American Society of Plumbing
Engineers, Rochester Chapter
Member**

**National Fire Protection
Association**

CERTIFICATIONS

**ASSE 6060 Medical Gas Systems
Designer**

Niagara County Community College: Law Enforcement Academy—Sanborn, NY

Mechanical Engineer that provided plumbing design services associated for a new educational training facility for Niagara County Sheriff's Office, Niagara County Community College, and other regional law enforcement agencies. The building is located on the Niagara Community College's Campus. The new 14,000 sq. ft. police training facility will serve the community college and regional law enforcement agencies. Plumbing systems include gas-fired domestic water heaters, storage tanks, and commercial plumbing fixtures.

Niagara County: New Jail Pods & Renovations—Lockport, NY

Mechanical Engineer that provided plumbing design services associated for five additions at the Niagara County Jail totaling more than 93,000 sq. ft. of new space. The project consists of a 2-story housing addition with 224 new cells, an enclosed vehicle sally port, a jail staff support addition, a laundry addition, and a maintenance addition. Plumbing systems include gas-fired domestic water heaters, storage tanks, commercial plumbing fixtures for staff usage and institutional plumbing fixtures for inmates.

Orleans County: Emergency Management Building—Albion, NY

Mechanical Engineer for a modern, efficient Emergency Management Office (EMO) and Back-Up 911 Center on the existing county campus. The 17,300 sq. ft. facility consolidates emergency operations, training, administrative functions, and backup dispatch capabilities into a resilient, Risk Category IV building. The project also includes demolition of existing structures, construction of a new five-bay cold storage pole barn, and a new communications tower installation and subsequent tower removals. Design was completed but was put on hold awaiting funding.

Saratoga County: Saratoga Correctional Facility Assessment Study—Ballston Spa, NY

Mechanical Engineer for the facility assessment study to analyze the existing County space and existing plumbing/fire protection systems. The study also included a 5 to 20-year plan that encompasses the entire existing inventory of County owned space as well as any recommended plumbing/fire protection renovations and new County spaces that identifies a strategic facility plan based on the organization's current and future space needs.

**Project completed under previous
employment*





CHUCK LIND

Senior Electrical Engineer

Chuck has 38 years of electrical engineering experience, specializing in design, estimation, specification and field support of various projects. His responsibilities include design of lighting, fire alarm systems, communications and power distribution systems in a variety of educational, commercial, industrial and institutional facilities. Provides supervision and coordination/training for staff development.

PE

Professional Engineer
NY, NC, PA, ME, CO

EDUCATION

Georgia Institute of Technology:
B.E.E., Electrical Engineering

City of Rochester: Firehouse Needs Assessment Study—Rochester, NY

Sr. Electrical Engineer on the comprehensive study of the existing firehouses located throughout the City limits. LaBella reviewed all of the facilities and determined if they were suitable to store apparatus and firefighting equipment, addressed operational needs and workflow efficiency, firefighter safety, and provided decontamination and gender neutrality facilities for the firematic, emergency medical, and rescue personnel to serve the community and first responders better.

Town of Sodus: New Highway Garage—Sodus, NY

Sr. Electrical Engineer for new highway garage facility for the Town of Sodus. The original garage was lost to a fire. LaBella was retained to provide architectural and engineering services to demolish the remainder of the existing damaged building and provide new building design.

Architectura, PC: City of Rochester, Blue Cross Arena Building Condition Assessment—Rochester, NY

Sr. Electrical Engineer, working

with Architectura PC, to provide a building condition assessment for City personnel on the deficiencies that exist and data information that will assist in long range planning and budgeting activities for future capital improvements projects.

Canandaigua Highway Garage—Canandaigua, NY*

Sr. Electrical Engineer providing engineering for a 1,200 sq. ft. addition to the highway garage facility for an employee break room and ADA-compliant toilet room.

City of Rochester: Midtown Garage CCTV—Rochester, NY*

Sr. Electrical Engineer providing electrical design for a closed circuit television system for the City-managed parking facility. The project included motion detection for vehicles and pedestrians on the exit and entrance ramps, and a central station monitoring center with continuous DVD recording.

Town of Ogden: Spencerport Town Garage—Spencerport, NY*

Sr. Electrical Engineer providing engineering for a 3,200 sq. ft. pre-engineered structure for its Town Garage. The building features 1,600 sq. ft. for garage/ truck storage and 1,600 sq. ft. for office space.

**Completed under previous employment.*





ADAM LYSIAK

Electrical Engineer

Adam is a Senior Electrical Engineer with over 20 years experience in a wide range of project types including commercial, education, industrial, and healthcare projects, with an emphasis on power distribution and lighting design. He also has experience in fire alarm, site lighting, access control, and communications systems.

PE, LEED AP, LC
Professional Engineer
NY, OH

EDUCATION
University at Buffalo: B.S.,
Electrical Engineering

**CERTIFICATIONS/
REGISTRATIONS**
U.S. Green Building Council—
Leadership in Energy and
Environmental Design
Accredited Professional

National Council on
Qualifications for the Lighting
Professions—Lighting Certified
Professional (LC)

North Tonawanda Central School District: Capital Improvement Project—North Tonawanda, NY

Electrical Engineer that provided design and construction administration services for a project which involved the conversion of antiquated elementary school into middle school including new power distribution & boiler room. Assisted with design of campus conversion from Co-Gen plant to Utility fed electrical service. Collaborated with staff to ensure consistency across project.

Orleans County: Emergency Management Building—Albion, NY

Senior Electrical Engineer for the new Emergency Management Office that includes training spaces, shared spaces, a new backup 9/11 dispatch center and provisions for a future emergency services department. The building will be approximately 26,000 sq. ft. in size, to be a single story building, to include the development of approximately 4 acres including a 200 car parking lot and on-site septic system, and will have full building generator backup with the power system implementing Critical Operation Power Systems (NEC COPS) features.

Niagara County: Forensic Lab & Renovations Schematic Design Report—Lockport, NY

Senior Electrical Engineer for Niagara County Sheriff's Office Forensic Laboratory and the interior and exterior of Building One. Planning for electrical design with consideration to two large future projects Niagara County intends on proceeding with on the same site.

East Aurora WRRF, Erie County Sewer District Number 8 - Control Building Improvements (electrical condition assessment and study)

Lead electrical engineer on comprehensive electrical condition assessment and study to determine existing conditions, paths to upgrade, engineers opinion of probable costs, and priorities to upgrade the plant; which had few redundancies and a failing backup generator and transfer switch.

NFTA: Buffalo Niagara International. Airport, 485 Cayuga Back-up Data Center— Buffalo, NY

Electrical Engineer for a \$350k electrical mechanical project that featured a new gas-fired, 125-kW backup generator to serve data center and ancillary office space. Work included power distribution to data center equipment, data rack cooling and general cooling of the data center space.



ROBERT STEEHLER

Senior Civil Engineer

Bob is a Project Manager with over 20 years of experience responsible for leading the Civil Site design group at LaBella, currently comprised of over 70 engineers in various offices throughout the northeast and along the east coast. In addition, Bob acts as a Project Manager for a variety of high-profile civil engineering projects. His responsibilities include managing projects from start to finish, including client interaction, presentations at town meetings, coordinating design team meetings, creating design reports, supervising engineers and AutoCAD technicians, processing plans through reviewing agencies, and managing projects throughout construction.

PE

**Professional Engineer
New York**

EDUCATION

**University at Buffalo: B.S. Civil
Engineering**

CERTIFICATIONS

**Certified Professional in Erosion
and Sediment Control (CPESC)**

Conesus Fire District: Building No.1 Conditions Assessment— Conesus, NY

Providing civil/site engineering services for a facility conditions assessment. The scope of work includes identifying building, code and site deficiencies, recommended NFPA design standards, and identifying future capital improvement projects.

Steuben County Record Storage Facility—Bath NY

Civil Project Manager that led a complete site design for two facilities. The first was a new three story office building in the Village of Bath that required a new parking lot and stormwater designs. New utilities were connected to municipal utilities within the roadway. A loading dock for the building was designed, along with sliding gate access, sidewalks, and dumpster pads. The second building was a new pre-engineered metal building that was placed on county-owned property. This building also required a loading dock, new parking, and sidewalks. A drywell was designed to capture roof runoff from the new building.

Rochester Genesee Regional Transportation Authority: Access Campus Project—Rochester, NY

Senior Civil Engineer for the 30% professional design services for the new RTS Access Campus project, which is envisioned to be a central location for the RTS Paratransit operation and its On-Demand fleet. LaBella's scope of work included the completion 30% design drawings and specifications, traffic, environmental and geotechnical site studies of the property, and complete a needs assessment and functional program for the facility.

Utica Municipal Housing Authority (UMHA): Rental Assistance Demonstration (RAD) Conversion—Utica, NY

Teamed up with local architect as QA/QC and Professional Engineer for a RAD Conversion (HUD) of UMHA's portfolio of housing sites consisting of 12 locations with a total of 54 buildings and 847 rental units.



KRISTOPHER WINKLER

Civil Engineer

PE

Professional Engineer, New York

EDUCATION

State University of New York at Buffalo: B.S. Civil Engineering

ORGANIZATIONS

American Public Works Association

Kris is a Project Manager with over 24 years of experience. He is responsible for managing a variety of civil-site projects across New York State from start to finish, collaborating with clients, design teams, CM teams, and site contractors for site layout, grading, drainage, sewers, and utilities. Kris has experience in preparing designs and calculations for stormwater management, combined and sanitary sewers, erosion control, grading, site layouts, utilities, cost estimating, and roadways. He is also experienced in navigating site projects through regulatory review and permitting agencies. Kris supervises civil engineering technicians and performs Quality Control and design task oversight.

West Seneca Fire Station: Union Road Fire District #1—West Seneca, NY*

Civil Design Engineer for the preparation of the site grading, drainage, and bio-retention basin designs for a new \$8M fire station facility. Additional site design responsibilities included designing heavy duty loading site improvements including trench drains, site drainage structures and pavement; coordinating local Town of West Seneca (MS4) SWPPP approval; and filed NOI with NYSDEC. Coordinated wetland delineation design work with civil site grading and drainage design. Advised Owner and coordinated highway agency permit design application for utility and paving work in NYSDOT highway right of way.

Niagara County: Law Enforcement Academy—Sanborn, NY

Civil Team Leader for the architectural and engineering services for the design work associated with a new 14,000-square-foot educational

training facility for Niagara County Sheriff's Office, Niagara County Community College, and other regional law enforcement agencies. The building will be located on the Niagara Community College's Campus. LaBella's scope of work includes all site-related design services from schematic design through construction administration.

Buffalo Sewer Authority (BSA): Green Infrastructure Term Assignments— Buffalo, NY *

As Green Infrastructure Engineer, prepared or supervised green infrastructure designs for various Buffalo DPW streetscape projects including the Genesee Street Gateway project, Niagara Street Rehabilitation Phase 3, 4, 4A and Fillmore Avenue Rehabilitation. Design work included off-site detention in abandoned lots, porous pavement parking lots, and rain garden designs for water quantity control. Approved field changes working directly with BSA and Inspection staff.

**Completed under previous employment.*





DEREK BANACH

Environmental Project Manager

Derek is the Regulated Building Materials Project Manager for LaBella's Buffalo office. He oversees asbestos, lead, mold, and PCB projects. Derek has 14 years of experience in the environmental consulting and contracting field, serving a variety of clients. He has assisted municipalities, developers, construction managers, architects, school districts and universities, and industrial clients in finding cost effective solutions to their individual needs. Derek has a working knowledge of applicable state and federal regulations.

EDUCATION

Canisius College: B.S. Business Management

CERTIFICATIONS

NYSDOL Asbestos Project Monitor & Air Sampling Technician

NYSDOL Asbestos Inspector

NYSDOL Asbestos Project Designer

NYSDOL Asbestos Supervisor

NYSDOL Mold Assessor

NYSDOL Mold Abatement Worker—Supervisor

Niton XRF Trained

Praxair Inc. (Linde Group): Master Services Agreement—North Tonawanda, NY

Derek served as project manager, conducted and overseen various hazardous materials tasks throughout Praxair's North Tonawanda facility. Services performed have included asbestos inspections, project monitoring during abatement, as well as a number of microbial assessments and industrial hygiene services. IAQ services including microbial testing, CO, CO₂, particulate monitoring, relative humidity, and temperature sampling.

Buffalo Niagara International Airport: Mold/IAQ Testing & Report, 251 Cayuga Road—Cheektowaga, NY

Derek worked with the Health and Safety Department to address employee IAQ concerns in the main offices of the maintenance garage, specifically related to wall mounted air conditioning units. Services included microbial sampling, visual assessment in areas of concern, and summary report.

Greater Lockport Development Corporation: USEPA-Funded Brownfield Redevelopment Project—13 West Main Street, Lockport, NY

Managed Regulated Building Material (RBM) services provided in connection with the remediation and renovation of a 2-story, 17,800 SF structure under a USEPA Brownfield grant administered by Niagara County.

Demolition/Derelict Properties—City of Buffalo & City of Niagara Falls*

As Project Manager, Derek managed and oversaw all abatement and demolition activities for hundreds of abandoned residential properties for the City of Buffalo and Niagara Falls. In addition to oversight of the projects, Derek and his team conducted asbestos services including pre-demolition inspection and site specific variance preparation.

Erie County Water Authority: Van de Water Treatment Plant, Raw Water Pump Station, & Castle Hill Pump Station—East Aurora, NY & Tonawanda, NY

Derek served at the Project Manager and lead inspector for these projects which consisted of a full regulated building materials testing, including asbestos, lead-based paint, PCBs, and other hazardous materials that could be impacted during renovation/demolition activities.

**Completed under previous employment.*





PROFESSIONAL SERVICES OFFERED

PROJECT UNDERSTANDING

Project Understanding

LaBella Associates has reviewed the City's RFP and fully understands the project scope and effort required to provide professional services for building condition evaluations, structural analysis, and building envelope review, along with programming and cost estimates for each site required to complete this analysis for the City-Wide Fire Stations. Our goal is to identify and provide solutions for the necessary upgrades, renovations, and/or additions or replacement structures for the new ladder truck for the 4 firehouses.

LaBella's Essential Facilities design studio has the expertise and experience designing fire stations for fire companies and communities throughout New York State and the East Coast of the United States. We currently have over 10 fire stations in some stage of design, many of which have gone through a similar design process of evaluating facility deficiencies, assessing structural needs and requirements, and preparing design solutions that address problems created by aging and/or outdated facilities. Directly related to the relevance of the RFP, LaBella's Essential Facilities Studio recently completed a needs assessment for 15 firehouses for the City of Rochester, which guided the City to perform targeted improvements to select stations requiring the most attention within the City's budget. We have the tools and experience needed to assess the task associated with these 4 buildings, organize a team of design professionals, ask the right questions, complete the work promptly, and provide efficient and unique design



Engine No. 4 - 67 Vandervoort Street

solutions that solve the current issues, meet your expectations, and work within your budget and project schedule. We understand apparatus needs, active station operations, firefighter decontamination, codes and NFPA recommendations, and municipal capital planning.

The following services will be required for this project to meet Tasks 1 through Task 3:

- Gathering information from existing documentation, reports, and drawings.
- Site Visits to confirm existing conditions of all buildings and sites
- Code Review to confirm current facility Code deficiencies and requirements
- Completion and preparation of Building Condition Reports for each of the 4 sites, consolidated into one report.

- For the Headquarters Building, Evaluation of the best design approach/ solution: Renovation/ Alteration, Addition, or New Facility
- Site, utility, and building infrastructure assessment
- Construction Cost Estimating for all 4 buildings and sites.
- Completion and preparation of a final Study Report summarizing all work completed, findings, prioritized recommendations, design solutions, and project costs.

Our full-service A/E team can provide all these design services. Upon completion of our work, we will issue a consolidated Condition Assessment & Analysis Report & separate Structural Analysis Report to the City, which will serve as the basis for municipal budgeting and future implementation of capital building

PROJECT UNDERSTANDING



Rescue No. 1 - Hook & Ladder No. 2

improvements for the North Tonawanda Fire Department. The final report will include all assessments, studies, costs, and recommendations completed for the project.

Project Approach & Methodology

As a full-service architectural and engineering design firm with over 2,300 employees, we have assembled a team of professionals tailored to this project's needs. This includes the skilled expertise of our civil, architectural, structural, mechanical, plumbing, fire protection, and electrical engineers. The LaBella team also helps clients understand construction costs during the assessment phase and provides quality estimates. LaBella will provide an Opinion of Probable Project Cost Estimate before the formal design process begins, helping clients align their scope of work with their budgets.

LaBella's understanding of the variables that impact costs and their magnitude on a project will benefit the City of North Tonawanda's decision-making process.

Methodology

Our methodology is described below in a series of distinct tasks, many of which will necessarily overlap as the project progresses. Throughout the project, our team will communicate with the City and organization representatives on project status and provide regular updates. During project development, we endeavor to balance the need for information with the burden on department personnel to provide it. Whenever possible, we use existing reports, drawings, and data to inform the study rather than asking personnel to identify or develop new information.

Project Initiation

The project team will meet with the City as soon as practical

after receiving a signed contract. LaBella will create and issue an agenda before the meeting. At this meeting, we will:

- Review the scope of the project and collaborate on a final approved project work plan, including expected milestones, communication standards, deliverables, timeline, and information needed;
- Clarify the roles of City leadership and/or organizational leaders in the study;
- Agree on a protocol for conveying information to the City, and identify individual(s) who will act as liaisons to the project team; Our Senior Project Manager, Michael Hall, will act as the primary contact for all communication between the City and LaBella.
- Identify key stakeholders who should be included on the Conditions Assessment; and
- Identify the data and information resources the project team needs in the immediate term.

After this meeting, the project team will submit a proposed project work plan with an anticipated timeline to the City.

Site Reconnaissance and Information Gathering

The deliverable for this phase of work will be a consolidated Existing Conditions Assessment Report for all 4 buildings.

Building Conditions Surveys

As soon as practical after the project kickoff meeting, we will begin primary data collection for

PROJECT UNDERSTANDING

the Baseline Review. To maintain consistent documentation and report formatting, we will set up a Bluebeam template to collect photos and notations over base floor plans for each building and site. We will collect the existing floor plans and load them into Bluebeam so we can use them during our site assessment, pinning photos and notes as we review conditions. All disciplines will use this format, which can then be extracted and imported into the final Building Conditions Assessment Report. Multiple staff members from the civil, architectural, structural, mechanical, plumbing, and electrical disciplines will document each site using methods similar to the architectural group.

- Review existing reports and documents concerning the building's mechanical, electrical, plumbing, roof, envelope, etc.
- Verify the sufficiency of existing utilities, including power, sanitary sewer, stormwater management, and domestic and fire protection water supplies.
- Provide a review of requirements imposed by the building code of New York State, applicable Federal laws, regulations, or standards, and determine how those requirements might impact any proposed renovation.
- Provide an investigative "walk-through" including (if available) an "above the ceiling" review of existing conditions with our structural, mechanical, electrical, plumbing, civil, and architectural group.

- Review existing building-envelope conditions, including the roof, exterior walls, windows, doors, and floors, to determine structural integrity and deficiencies.
- Review existing mechanical, electrical, life safety, and plumbing systems and identify deficiencies. Determine the extent to which such systems exist and are adequate for reuse, are absent, or would require improvement.
- The building's independent components will be observed and physical conditions evaluated without destructive means.

The objective of the on-site observation is to obtain information on material systems and components for the purposes of providing a description, as well as identifying physical deficiencies to the extent they are observable. In addition, LaBella will complete a preliminary

Building Code review to identify any current code deficiencies in the existing buildings and prepare a list of deficiencies. We will also review current NFPA fire station design standards and identify potential alterations needed to bring the facility into compliance [MH1.1]. Specific discipline scope for review is as outlined below:

SITE

- Asphalt and pavement
- Sidewalks and curbs
- Utility locations, size, and capacity (if documentation is available)
- Stormwater system

ARCHITECTURAL

- NFPA Design Standards review
- Compliance with ADA accessibility guidelines
- Building Code Review



Fire Headquarters - 495 Zimmerman Street

PROJECT UNDERSTANDING

- Building exterior finishes
- Roofing, insulation, and thermal envelope
- Exterior enclosure elements, windows, doors, etc.
- Interior finish elements
- Equipment/furnishings

MECHANICAL / PLUMBING

- Heat generating and distribution system
- Soundness of equipment
- Energy efficiency of equipment
- Air conditioning and ventilation system
- Soundness of equipment
- Energy efficiency of equipment
- Plumbing piping systems (sanitary, storm and supply water), limited to building footprint
- Fire Protection (sprinkler) System (if applicable)
- Mechanical control systems

ELECTRICAL

- Electrical service and distribution system
- Distribution panels
- Transformers
- Meters
- General lighting system and exterior lights
- Type of wiring
- Fire alarm system
- Emergency generator and switchgear



Engine No. 7 - 1425 Nash Road

STRUCTURAL

- Substructure (Foundations - generally limited due to access)
- Superstructure (Building Frame)
- Settlement concerns
- Roof framing system
- Snow load or wind load concerns
- Building envelope, integrity of existing systems

Assumptions & Limitations

1. The building owner will provide access to the building to complete observation. Access holes through "hard" ceilings will not be created for access unless the owner creates them before the LaBella field review. If applicable, access to attic spaces will be required.
2. Site access is available during regular working hours.
3. To the extent available, the owner will provide existing building plans.
4. The owner will provide ladder access on site to review "above ceiling" spaces.
5. Testing, measuring, or preparing calculations for any system or component to determine adequacy, capacity, or compliance with any standard or code is outside the scope of this visual walk-through survey.
6. Observation of flue connections, interiors of chimneys, flues, or boiler stacks, or maintained equipment is not included.
7. Removal of electrical panel and device covers is excluded, unless completed by the owner's representative.

PROJECT UNDERSTANDING

8. NFPA hazard classifications, classifying, or testing fire rating of assemblies is not included.
9. Regulated building materials sample collection & testing is included under an allowance if accepted by the City. Refer to price proposal sheet for additional information.
10. Headquarters concrete slab testing, core sample collection, and ground penetrating (GPR) are included under an allowance if accepted by the City. Refer to the price proposal sheet for additional information.

Programming and Alternatives Analysis

Building upon the findings of the Task 1 structural analysis, LaBella will conduct a focused programming effort with City and Fire Department representatives to define the operational and physical requirements for accommodating the new ladder truck at Fire Headquarters. Rather than reprogramming the station's existing office, locker, and support spaces, this effort will confirm apparatus dimensions and loading, bay and door clearances, vehicle access and maneuvering, equipment conflicts, utility and MEP impacts, site circulation, and requirements to maintain active fire station operations.

LaBella will use this information to develop and compare feasible alternatives, which may include repairing or reinforcing the existing floor slab and supporting structure, modifying the existing apparatus bay, constructing an additional bay, or providing a separate pole-barn-style truck bay on the Headquarters site. For each alternative, our team will identify the anticipated structural, architectural, site, utility, and building-system impacts, along with operational considerations, major cost implications, potential unknowns, and any additional investigation that may be warranted.



Engine No. 4 - 67 Vandervoort Street

PROJECT UNDERSTANDING

Each alternative will be developed to a sufficient level for LaBella's in-house cost estimating team to prepare a planning-level opinion of probable project cost. Estimates will address structural repairs, building modifications, additions, site improvements, design and permit fees, construction observation and management costs, contingencies, and other applicable project expenses.

The alternatives will be presented in a comparative matrix and summarized in a written Task 2 report documenting the analysis, costs, advantages, limitations, risks, and recommended path forward. LaBella will review the findings with the City and Fire Department and incorporate their direction into the final recommendations.

Project Estimate

LaBella will prepare planning-level opinions of probable construction cost for each recommended improvement identified through the condition assessment. LaBella's in-house cost estimating professionals will complete this work in direct coordination with our architectural, structural, civil, mechanical, electrical, plumbing, fire protection, and building-envelope specialists. Involving the estimators as findings develop allows each cost to tie directly to an observed deficiency, recommended corrective action, implementation priority, and anticipated timeframe. Estimates will distinguish among repairs, renovations, modifications, and additions and will be organized by facility, discipline, and capital priority. Quantities will be developed from available record drawings and field observations.

LaBella will use RSMeans estimating data localized to the North Tonawanda and Western New York market, supplemented by our knowledge of current labor conditions, material pricing, anticipated escalation, long-lead equipment, and the added requirements of performing work within active fire stations.

Where design details have not yet been developed, LaBella will use appropriate unit-cost, assembly-cost, or square-foot allowances. Conceptual estimates will also account for fixtures, furnishings, and equipment where applicable. LaBella will clearly document the basis of each estimate, including assumptions, allowances, and exclusions, so the City can understand how costs were developed and readily update them as projects advance.

To provide a realistic, "all-in" project budget, LaBella will include appropriate allowances for contractor general conditions, overhead and profit, construction and design contingencies, escalation, and other anticipated project costs. LaBella will present construction costs and total project costs separately for transparency.

The resulting cost information will be incorporated into a clear capital-planning framework that allows the City to compare alternatives, understand near- and long-term funding needs, and prioritize investments across all four fire stations. By combining multidisciplinary building assessments with in-house estimating, LaBella will provide the City with coordinated, defensible cost information that can support budgeting and informed capital decisions.

Summary

The LaBella team is cohesive and multidisciplinary, with the expertise to fulfill the City's Fire Department's vision and support first-responder needs, rather than be limited by aging facilities. All professional discipline team members have been handpicked for this project, including Architecture, Structural Engineering, Mechanical, Plumbing, Fire Protection, Electrical and Civil Engineering, and the Construction Cost Estimators, to bring together a comprehensive, resourceful, and knowledgeable team with the experience required to provide the expertise and best value for the City of North Tonawanda. Our team will be integral to the City and will collaborate with you to complete the Condition Assessment & Analysis. We will accomplish this through an interactive process with City staff and project stakeholders. We believe LaBella's experience is unmatched, and we look forward to the opportunity to work with you to modernize the Fire Department facilities throughout the City.



**EXPERIENCE IN CONDITION
ASSESSMENTS, STRUCTURAL
ANALYSIS, BUILDING ENVELOP
AND COST ESTIMATING**

FIREMATIC & EMS EXPERIENCE

Fire Stations

Black Creek Tennessee, New Fire Station

Person County, NC New Fire EMS Facility

City of Buffalo Engine 25 New Fire Station

City of Buffalo Engine 19 Renovation

City of Buffalo Fire House Roofs

City of Buffalo Engine 1 / Ladder 2 Quarters Interior and exterior renovation

City of Buffalo Engine 32 / Ladder 5 Interior and Exterior Renovation

City of Buffalo New Engine 2 New Fire House

City of Buffalo New Engine 23 Fire House

City of Albany Engine No. 9, Engine No. 11 Galley/Kitchen Renovations

City of Rochester Goodman Firehouse Addition and Modernization

City of Rochester Broad & Allen Firehouse Modernization

City of Rochester Citywide Firehouse Needs Assessment

City of Rochester Fire Department Engine 16, Hudson Avenue Firehouse Expansion

City of Troy New Fire Station #1

Endwell Fire Department Study

Glenville Hill Fire District No. 8, New Fire Station

Great Sacandaga Lake Fire District New Fire Station

Hopkinton Ft Jackson Fire Department New Station

Jamesville Fire Station

Laurelton Fire Station



Mineral Springs Fire & Rescue Addition and Renovation

Penfield Station 1

Parson County Fire/EMS Study

Ridge Road Fire Station

Seneca Nation Fire Station

Sheridan Fire Station

Spencerport Fire Station

Au Sable Forks Fire District New Fire Station

Town of Avon, CT Fire Department Feasibility Report

Town of Corning Firehouse

Town of Davidson Fire Station #2

Town of Mohawk District Fire Station

Village of Lakewood Fire/EMS Feasibility Study

Village of Chatham New Firehouse Feasibility Study

Village of Fairport Station #1 & #2

Village of Lakewood Renovation & Addition Study

Village of Ridgefield Park, NJ Fire Department Study

Village of Oxford Fire Department

West Webster Station #1

West Webster Station #2

EMS/Ambulance/Public Safety

Broome County Public Safety Building

City of Saratoga Springs Feasibility Study for New Public Safety Building & EMS/ Fire Station

Hornell Public Safety Building

North East Quadrant ALS - New Ambulance Building

Mercy Flight Master Plan - Buffalo Airport

Orleans County 911 Center and EMS Station

Town of Mendon HF-M Volunteer Ambulance Facility, Lighting Control Improvements

Village of Honeoye Falls New Ambulance Facility

Wayne County EMS Ambulance Headquarters Lyons, NY

Wayne County EMS Ambulance Sub-base Sodus, NY

Wayne County EMS Ambulance Sub-base Walworth, NY

Wayne County EMS Ambulance Sub-base Rose, NY

WNY First Response - Feasibility Study

BUILDING CONDITION SURVEY

Previous Experience

Carmel Central School District - BCS 2023

For each of the 7 Schools buildings and 3 additional support buildings totlaing 606,945 sqft, LaBella provided Carmel CSD with the following services:

- State Mandated 2023 Building Condition Survey Instrument
- Building Condition Survey, Cost Summary and Comprehensive Five-Year
- Limited Site Survey

Client Partner:

John Fink
Assist. Superintendement of Business
(845) 878-2094 ex 213
jfink@carmelschool.org



Emma Willard School - BCS 2023

For each of the 22 Residential buildings and 462,043 sf of campus-wide educational buildings, LaBella Associates provided Emma Willard School with the following items:

- Facilities Condition Assessment, Five Year Capital Facilities Plan
- Building Condition Survey – Cost Summary and Comprehensive Five and Ten Year Plan

Client Partner:

Scott Kosnick, PE
Director of Facilities Construction Mgmt
(518) 833-1331



Canandaigua Central School District - BCS 2022

For each of the 4 Schools and 9 support buildings, LaBella Associates provided the Canandaigua City School District with the following items:

- State Mandated Building Condition Survey Instrument
- Building Condition Survey, Cost Summary and Comprehensive Five-Year
- ADA Accessibility Study
- Building 3D laser Scan
- Arc Flash Hazard Survey
- Life Safety Plans
- Infrared Roof Scans and Roof Construction dating

Client Partner:

Michael McClain,
Director of Facilities
(585) 396-3745

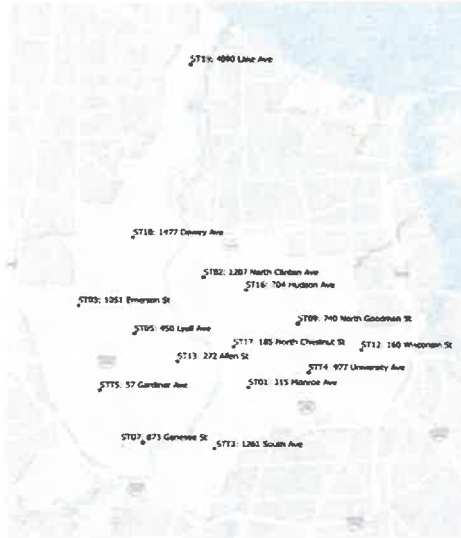


CITY OF ROCHESTER

Citywide Firehouse Needs Assessment

LaBella Associates, DPC was selected to complete the City of Rochester's comprehensive study of the existing firehouses located throughout the City limits. The goal was to identify facilities deficiencies, confirm current programming requirements, and provide design solutions for the necessary upgrades, renovations, additions, or replacement structures for the 15 firehouses and one repair and maintenance facility. As part of the process, LaBella reviewed all of the facilities and determine if they are suitable to store apparatus and firefighting equipment, address operational needs and workflow efficiency, firefighter safety, and provide decontamination and gender neutrality facilities for the firematic, emergency medical, and rescue personnel to serve the community and first responders better.

At the completion of our work, a comprehensive consolidated Needs Assessment Study Report will be issued to the City that will serve as the basis for municipal budgeting and future implementation of capital building improvements for the Rochester Fire Department. The final report will include all design work, assessments, studies, costs, and recommendations completed as part of the project.



CLIENT PARTNER

Chris Mc Manus, RA
City of Rochester
414 Andrews Street
Rochester, NY 14604
(585) 428-6846

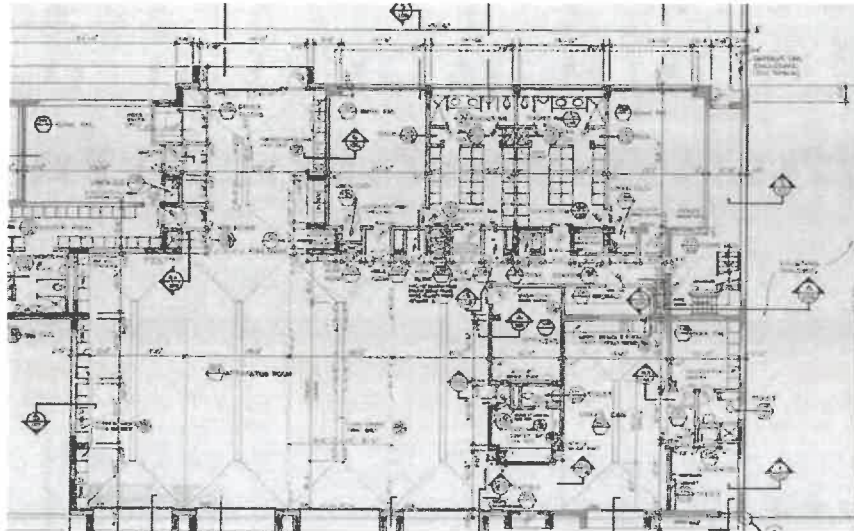


LaBella's Essential Facilities design studio has the expertise and experience designing fire stations throughout New York and part of the east coast of the United States.



CITY OF ROCHESTER

Firehouse Needs Assessment



Our team has the experience in assessing large facilities with multiple buildings that are part of larger scale multi-milliondollar projects.



Completion Date: 2023

Construction Cost:
Confidential



CITY OF BUFFALO FD

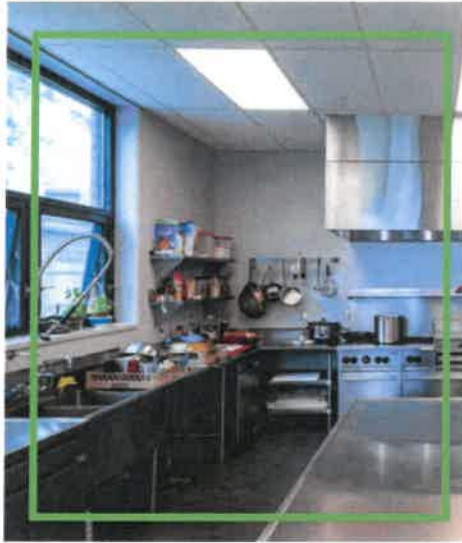
Seneca and Southside Firehouse Engine 25, Ladder 10 and B-46

Our team was selected to study the existing firehouse located on this property serving the surrounding South Buffalo neighborhood. The study resulted in the demolition of the existing firehouse and construction of a brand-new firehouse. The new firehouse provides a larger apparatus bay based on current needs and safety standards, along with expanded program space that incorporates modern amenities in all the living and support spaces in the new facility.

The apparatus bay also includes a bi-fold door design for speed and efficiency. The doors open and close quickly, typically in under 7 seconds, which is crucial for minimizing response times. The horizontal movement of the doors allows drivers to see the entire opening throughout the process, ensuring safe and quick vehicle exit increasing safety and reducing damage.

The new dormitory area is designed to accommodate multiple platoons. The bunk rooms, locker room, shower and toilet rooms are designed to accommodate both male and female firefighters. Kitchen, lounge and fitness areas are provided to accommodate the full-time firefighter team. A classroom is included in the building program to allow for on-site training and continuing education.

The Buffalo Arts Commission sought proposals to design a stained-glass element inside the glass of the new watch tower which is a primary element of our team's design. Mominee Studios, Inc. of Indiana won the commission, and their work has been incorporated into the watch tower.



Budget: \$10,250,000

Square Footage: 17,500

Year Completed: March 2025

The apparatus bay includes a bi-fold door design for speed and efficiency.

DESIGN AWARD!



2026 Buffalo BrickxBrick
Award Winner, Municipal
Services



CLIENT PARTNER

Shanntina Moore
City of Buffalo DPW
65 Niagara Square
Buffalo, NY 14202
(716) 851-5850
smoore@buffalony.gov

CITY OF ROCHESTER

Broad and Allen Firehouse Modernization

CLIENT PARTNER

Lillian Forte
City of Rochester
414 Andrews Street
Rochester, New York 14604
(585) 428-7016



The purpose of this project is to renovate and modernize the existing facility to meet the station's current needs and to prepare it for the future as the needs of the personnel and apparatus continue to evolve. This project has become an extension of an ongoing modernization study for each of RFD's firehouses. The origin of this project was for the renovation of the kitchen and HVAC, but as the project developed and the Firehouse Assessment Study progressed the need for a full modernization was realized.

This project involves the renovation of the 14,388 SF, one story brick and block structure, and the construction of a 700 SF addition to house new bunk rooms. Renovations include the removal of potentially asbestos containing materials (ACM), reconfiguration of existing spaces, installation of new MEPFP services and interior finishes. The scope of work will also include the modernization of the building envelope, with new finishes and thermal/weather barrier systems.

An important part of the project is to deliver a gender neutral facility for their bathrooms, bunk rooms, and locker rooms, as well as to provide spaces/ facilities for proper gear decontamination

Completion Date:
2026 (Under Construction)

Construction Cost: Estimated
\$6.3M

Beyond minor improvements, the facility has remained relatively unchanged since its original construction in 1955.



CITY OF TROY

Fire Station No. 1 Replacement Project

LaBella Associates was selected by City of Troy for a feasibility report to design a new fire station to replace Troy Fire Station No.1.

Our emergent facility design team is working with the City of Troy in the design of the replacement building. The building will be approximately 10,000 square feet and will be located on the existing site or a new site that is blocks away. Both sites have specific benefits and challenges regarding size and being in the 100-year flood zone or out.

The design of the building will be a two-story structure and include 3,100 square feet of Apparatus Bay space. The first floor will provide office, watch room, exercise room, dayroom, and kitchen space. The second floor will provide 7 dorm rooms and living facilities for the fire staff along with a kitchenette.

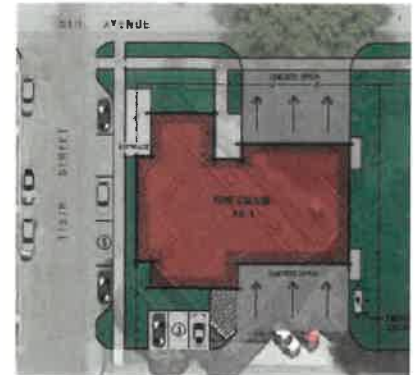
Construction Cost: \$10.25M

Completion: Bidding 2026



CLIENT PARTNER

Richard Cellucci
Chief
Troy Fire Department
(518) 270-4664
Richard.Cellucci@troyny.gov



TOWN OF MOHAWK FIRE DISTRICT

District Fire Station Replacement

CLIENT PARTNER

Town of Mohawk Fire District
Todd Winsman
124 Keller Drive
Fonda NY 12068
(315) 476-7917

LaBella Associates was selected by the Town of Mohawk Fire District and their appointed building committee to design the Town's new fire station. After a two-year process of assessing the current building's conditions and facility needs, the Town determined a replacement facility was required in order to meet their current needs and the growth projections of the community.

Our emergent facility design team worked with the Town and Fire District in the design of the 12,500 square foot replacement building located on a new site.

The design of the single-story building includes a 5,500 sq. ft. apparatus bay that can accommodate eight fire trucks, while the remainder of the space is dedicated to Firematic support and community/training space.

The existing station remained in place and fully operational until the new station was complete.

The design team also included Napierala Consulting, which provided site/civil engineering services for the project.

Construction Cost: \$4.95M

Year Complete: 2022

DESIGN AWARD!



2023 APWA Central NY Branch
Structures/Facilities
Project of the Year



TOWN OF MOHAWK FIRE DISTRICT

District Fire Station Replacement *(continued)*



ELLICOTTVILLE JOINT FD

Building Addition and Renovation

LaBella is providing architectural and engineering design services for the renovation of the existing building and the addition of approximately 1,300 square feet for a new truck display area for the Ellicottville Joint Fire District.

This project will be delivered as a contractor-led design-build contract. LaBella is working closely with the contractor and the fire department to develop detailed renderings to facilitate municipal and constituent approval and advance the design through construction for structural, architectural, mechanical, electrical, and site engineering systems.

Construction Cost: \$3.57M

Completion: TBD



CLIENT PARTNER

Mike Timkey
Fire Commissioner
Ellicottville Volunteer FD
30 Fillmore Road
Ellicottville NY 14731
(716) 474-8086

WNY FIRST RESPONSE

Feasibility Study

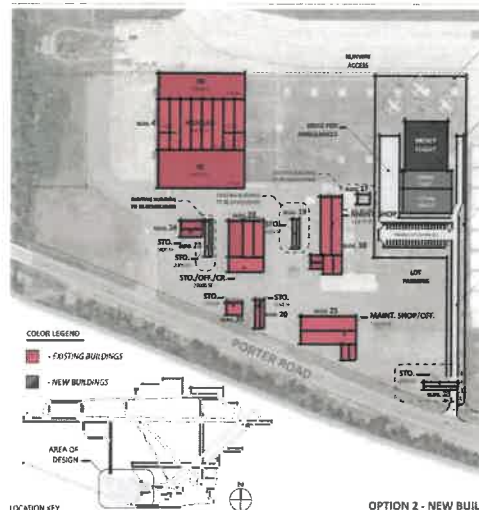
LaBella Associates completed an Architectural/Engineering Feasibility Study for the Western New York First Response & Preparedness Center planned at the former hanger complex of the Niagara Falls U.S. Army Reserve Center. The former Niagara Falls U.S. Army Reserve Center located at 9400 Porter Road in Niagara, NY consists of seven buildings totaling approximately 146,510 sf.

The final report/study was issued in November 2017 is designed to help assist the steering committee develop a plan for establishing a first response and preparedness center in the town of Niagara. The Study included performing a Building Conditions Survey, developing a program for the First Responders, Developing Concept Designs which ultimately lead to a final proposed design with initial and long-term costs as well as a schedule for the desired program. As part of the report process, LaBella Associates created a Business Model Assessment which included the development and analysis of 3 pro-forma analyses at the direction of the client. Final design estimated construction costs ranging from \$6.2- \$9.2 Million. The steering committee intends to use this report as a tool to apply for funding and to execute building the Western New York First Response & Preparedness Center in Niagara, NY.

Completed: 2017

CLIENT PARTNER

Benjamin J. Bidell, AICP,
GISP,
Phone: (716) 278-8756
Email: benjamin.bidell@niagaracounty.com



DUNKIRK CITY SCHOOLS

2020 Planned Facilities Capital Improvement Project (CIP)

Labella Associated has been the Dunkirk City School District Architect/Engineer for almost 20 years. The District consists of a High School/Middle School, an Intermediate school, four elementary schools (S3, S4, S5, and S7), and a technology School, PTECH (S6). The 2020 CIP included work for the buildings and was structured in 3 separate phased projects.

Phase 1

Work included upgrading the fire alarm system in all buildings for mass notification. Amber strobe lights were located throughout the buildings with, blue colored emergency manual pull stations were strategically located in each building. Voice message announcements were interfaced with the Public Address System.

Security upgrades included access control systems upgrades work performed throughout all the buildings. New card proximity readers, electric door strike locks, and door contact switches with control panels were located at strategic door locations. Also, adhesive security film was added to 1st floor-select windows and doors.

The HS/MS football field replaced a major site culvert, and work required an interface with the City of Dunkirk.

Phase 2

Work at the Intermediate School included window replacement. These auditorium upgrades consisted of seating replacements, theater rigging and curtain replacements, elevator modernization, replacing a boiler with a non-condensing type, and replacing boiler pumps.



School 7 work consisted of a newly secured vestibule addition to monitor access into the building properly. In addition, the boiler was replaced with a non-condensing type and new boiler pumps, and the cafeteria received air conditioning with a new unit ventilator and roof-mounted condensing units.

Phase 3

This phase mainly focused on boiler replacements and HS/MS, Intermediate School, and elementary schools 3, 4, and 5. Other ancillary work with boiler replacement includes expansion tank replacement, boiler ventilation upgrades, and associated electrical and temperature controls work.

Schools 3, 4, and 5 also include air conditioning in the cafeteria, consisting of an air handling unit replacement with a new DX condensing unit outside. School 3 also reviews fire alarm upgrades with smoke detection replacement.

Phase 1 – Complete September 2022 / Cost \$2,471,280
Phase 2 – Complete December 2023 / Cost \$4,326,804
Phase 3 – Complete December 2023 / Cost \$1,575,408

Total Project Cost: \$10,766,730
Construction Cost: \$9,318,222
Completed: 2023

CLIENT PARTNER

Timothy Abbey
Superintendent of Buildings,
Grounds, & Transportation
tabbey@dunkirkcsd.org
(716) 366-9300



 **LaBella**
Powered by partnership

SYRACUSE CITY SCHOOL

Henninger High School Renovation & Addition

CLIENT PARTNER

Syracuse Joint Schools
Construction Board
Tom Ferrara
Director of Facilities
(315) 435-4292



Building a new Career Training Education wing was best suited to meet future growth needs while maximizing NYSED aid.

The LaBella team was selected to design the renovation of and addition to Henninger High School in Syracuse, NY.

Major items included adding windows to classrooms, reconfiguring the cafeteria into a two-story cafeteria, renovating the library and several classrooms, and the addition of a Career Training Education wing.

Originally, the Syracuse Central School District proposed building

a cafeteria addition to support the growing student body. However, it was determined that building a new Career Training Education wing was best suited to meet future growth needs while maximizing NYSED aid.

Relocating the existing Career Training Education classrooms from the lower level to a new wing allowed the space to be utilized as a second cafeteria.

The Career Training Education wing addition provides classroom and Carb spaces for their Health Professions, Medical Assisting, and Health Information Technology programs, as well as reconfiguring the main entrance and administrative suite.

Construction Cost: \$28 Million

Year Completed: 2020



RCSD FLOWER CITY SCHOOL NO. 54

Facility Modernization Program

The Rochester Joint School Construction Board hired LaBella Associates to provide architectural and engineering services for renovations at Rochester City School District Flower City School No. 54. The original building was constructed in the mid-60s and had not received a comprehensive renovation in its lifetime. Select improvements were completed in the 1980s, 1990s, and 2010s, but little attention had been given to the majority of the building. In particular, classroom spaces were uninspiring and dark, suffering from degraded asbestos flooring, leaking curtain walls, and outdated, inaccessible toilet rooms. Corridors throughout the school were equally dated with consistent yellow wall tile and green terrazzo flooring throughout, and wayfinding in the building was complicated by the constant color scheme. Mechanical, electrical and plumbing facilities throughout the building were extremely dated, with the original 1960s boilers still in use. Additionally, the exterior of the building exhibited masonry and roofing deterioration, the existing playground equipment had exceeded its useful life, a mobile classroom blocked visibility to the main entrance, and site logistics such as parking and student drop-off suffered from a lack of onsite amenities.

LaBella approached this project from all angles, knowing that nearly all of the existing components of the building and surrounding site would require replacement and redesign. Working closely with our in-house engineers and consultants for civil, landscape, structural, and

interior design, our project team developed a comprehensive renovation project that addressed all the needs of the building. Our design greatly updated the building infrastructure, enhancing the quality of the interior spaces, improved the exterior appearance and safety, and expanded the site playground, parking and bus drop-off areas.

At the interior, classrooms, corridors and office spaces were completely redesigned with new vibrant finishes, furniture,

CLIENT PARTNER

Pépin Accilien, PE
Program Director,
Rochester Schools
Modernization Program
(585) 512-3807
paccilien@savinengineers.com



LaBella approached this project from all angles, knowing that nearly all of the existing components of the building and surrounding site would require replacement and redesign.

RCSD FLOWER CITY SCHOOL NO. 54

Facility Modernization Program (*continued*)



and technology. A new library was built and offers an inspiring, flexible environment for various types of learning; a new art room provides creative working space enhanced by natural light; and the gym received new finishes, windows, wall pads, and basketball equipment. All existing toilet rooms were made accessible, and new accessible toilet rooms were added to meet the needs of the younger student population. Significant amounts of hazardous materials were also removed from the building, thereby creating a safer, cleaner learning and working environment for staff and students.

Exterior curtain wall window systems were replaced around the entire building perimeter and afford each classroom with a significant amount of natural light. Exterior infrastructure was upgraded through the restoration of the entire roof area, including the installation of a new boiler room structural

roof deck. Replacement and repair of significant areas of masonry bolster the integrity and longevity of the exterior envelope. Heavy gauge security film was installed on all exterior windows near grade level to reduce the potential for unauthorized access into the building.

The school site was improved with the addition of an onsite bus drop-off/pick-up loop at the main entrance, thereby preventing the need for buses to queue in the streets. A large parking lot was also added to the front of the building, enhancing accessibility and further marking the main entrance to the building. New landscaping, decorative fencing, and concrete sidewalk designs further enhanced the site appearance and function. Two new playgrounds with rubber surfacing were installed at the rear of the building, each serving a specific age range and offering accessible, safe play equipment for students.

Two new playgrounds with rubber surfacing were installed at the rear of the building, each serving a specific age range and offering accessible, safe play equipment for students.



Overall this project presented many challenges throughout design and construction, and working within the constraints of the building size and original construction elements was difficult. Despite these challenges, the design team executed the project on time, on budget, and most importantly, delivered a school very well suited to meet the needs of current Rochester City School District Students, as well as those of the next generation.

Project Timeline: December 2017 to December 2020

Construction Cost: \$18,000,000



THREE (3) REFERENCES

REFERENCES

CITY OF ROCHESTER

Contact: Lillian Forte, RA - Senior Architect
Address: 414 Andrews Street Rochester, NY 14604
Phone: (585) 428-7016
E-mail: Lillian.Forte@CityofRochester.gov

CITY OF BUFFALO | DEPARTMENT OF PUBLIC WORKS

Contact: Stephen M. Buccilli, PE - Principal Engineer, Division of Parks
Address: City Hall, Room 502, Buffalo, New York 14202
Phone: (716) 851-5853
E-mail: sbuccilli@buffalony.gov

VILLAGE OF HAMBURG

Contact: Jason Cozza - Village Administrator
Address: City Hall, Room 502, Buffalo, New York 14202
Phone: (716) 649-0200
E-mail: jcozza@villagehamburg.com



SECTION 2.

FAMILILARITY WITH LOCAL, STATE & FEDERAL REGULATIONS

FAMILIARITY WITH LOCAL, STATE AND FEDERAL REGULATIONS

LaBella's familiarity with the regulatory framework governing municipal fire facilities comes from the work of our Essential Facilities Studio and multidisciplinary building-systems teams. Our Buffalo-based staff includes New York-licensed architects and engineers, as well as a New York State Certified Code Enforcement Official. Team members have completed projects in North Tonawanda and throughout Western New York, giving us familiarity with regional construction practices and local review processes. At project initiation, we will confirm requirements and interpretations with the City's Engineering and Fire Departments, Building Inspector, and Code Enforcement Office. Recommendations will identify how the City's Zoning Ordinance, permit procedures, and reviews would apply to capital improvements.

The assessment will use the 2025 New York State Uniform Fire Prevention and Building Code and Energy Conservation Construction Code, effective December 31, 2025, including the Building, Existing Building, Fire, Property Maintenance, Mechanical, Plumbing, Fuel Gas, and Energy Conservation codes. LaBella understands that evaluating an existing station requires more than comparing it to new construction requirements. For each observed condition, we will distinguish between an unsafe or maintenance-related deficiency, a legally existing condition, a requirement triggered by a repair, alteration, addition, or change of occupancy, and a recommended upgrade. This distinction will avoid overstating deficiencies while identifying prudent improvements that increase safety, usability,

and readiness for future work. The Fire Headquarters structural analysis will apply available record drawings, observe conditions, ladder-truck loading information, and applicable structural criteria and reference standards to determine the adequacy of the slab and supporting construction and to evaluate feasible modifications.

LaBella routinely applies National Fire Protection Association standards in fire-station assessment and design. Our review will consider NFPA standards incorporated by reference or otherwise relevant to the City's facilities, including NFPA 13, 70, 72, 101, and 110, together with emergency-responder health, safety, and contamination-control guidance such as NFPA 1550 and NFPA 1585. We will assess fire suppression and alarm systems, emergency power, means of egress, apparatus-bay hazards and ventilation, PPE storage and cleaning, and separation of contaminated and clean functions. We will clearly distinguish enforceable requirements from NFPA recommendations and accepted fire-service practices so the City can differentiate required corrections from operational enhancements.

Because the stations are City facilities supporting a public emergency service, LaBella will also evaluate accessibility under Title II of the Americans with Disabilities Act and the 2010 ADA Standards for Accessible Design. This review will be coordinated with Chapter 11 of the Building Code of New York State and ICC A117.1. We will assess accessible parking and routes, entrances, door clearances, toilet and shower

rooms, locker and administrative areas, controls, alarms, and signage, as applicable. Findings will distinguish existing program-access concerns from improvements triggered by future alterations.

Regulatory findings will be documented consistently for each station and tied to the governing authority, observed condition, compliance trigger, recommended response, priority, and planning-level cost. Senior code review and LaBella's quality-control process will provide the city with a defensible roadmap for immediate safety needs and future capital projects.



SECTION 3.

PRICE PROPOSAL

North Tonawanda Fire Department				
Building Conditions Assessment				
A/E Fee Estimate			September 18, 2026	
Scope: Building & Site Conditions Assessment, Recommendations, Report and Cost Estimate				
WORK TASK	Studio Lead	Elect Eng	TOTALS	SUMMARY
Task 1 - Structural Analysis - Fire Headquarters 495 Zimmerman Street				
Pre Work			0	
			0	
			0	
Analysis of Floor Slab			16	
Report Narratives and Exec Summary			21	
QA/QC	1		6	
Print & Issue Final Report			1	
PM/Coord w/ Owner			0	
SUBTOTAL HOURS	1	0	66	
BILLING RATE	\$180	\$126		
SUBTOTAL	\$180	\$0		\$7,346
TOTAL TASK 1 FEE				\$7,346
Task 2 - Programming and Cost Estimating of Fire Headquarters Structure				
Programming / Concept Addition			32	
Prepare ROM Cost Estimate				
QA/QC	2			
Print & Issue Final Report			2	
SUBTOTAL HOURS	2	0	34	
BILLING RATE	\$180	\$126		
SUBTOTAL	\$360	\$0		\$5,688
TOTAL TASK 2 FEE				\$5,688
Task 3 - Building Conditions Assessment				
Kickoff meeting	1		2	
Collect & Review Existing Drawings & Reports			1	
Setup Newforma for BCA			2	
Field Work/Bids Investigation			0	
Travel Time		0.5	11	
Fire Headquarters - 495 Zimmerman Street		1.5	12.5	
Engine No. 4 Live Hose - 67 Vandervoort Street		1.5	10.5	
Engine No. 7 - 1425 Nash Road		1.5	10.5	
Rescue No. 1 (Hook & Ladder No. 2) - 830 Payne Avenue		1.5	10.5	
Extract Newforma Data into Report Format			4	
Prepare Existing Conditions Narratives		4	31	
Utility Capacity Assessment		1	6	
Prepare corrective Action Narratives		4	32	
Prepare ROM Cost Estimate	2	2	31	
Design Team Coordination & Internal Meetings		2	19	
Assemble Report Narratives and Write Exec Summary			6	
QA/QC	4		10	
QA/QC Revisions			4	
Review Draft Report w/ Owner	2		4	
Incorporate Owner Comments/Revisions			2	
Final QA/QC			1	
Print & Issue Final Report			3	
PM/Coord w/ Owner	1		5	
			0	
SUBTOTAL HOURS	10	19.5	221	
BILLING RATE	\$180	\$126		
SUBTOTAL	\$1,800	\$2,457		\$30,541
TOTAL BCA FEE				\$43,575
Contingency (No Contingency Included)	\$0	\$0	\$0	\$0
TOTAL LABELLA BASE FEE				\$44,775
TOTAL LABELLA BASE FEE + ALTERNATES				\$67,975
ASSUMPTIONS				
See Proposal for summary of Assumptions & Exclusions				
ALLOWANCES				
Haz Mat RBM Investigation	\$9,000			
HQ Slab Testing: Core & GPR	\$3,000			
TOTAL ALLOWANCES				\$12,000
REIMBURSABLE EXPENSES				
Reimbursable Expenses (Printing, reproduction, travel expenses)	\$1,200			
TOTAL REIMBURSABLE (Included in the total fees above)				\$1,200



SECTION 4.

PROPOSED SCHEDULE

PROPOSED SCHEDULE

Preliminary Project Schedule & Work Plan

The matrix below outlines the preliminary project schedule and associated tasks. We intend to review this schedule with the City and Fire Department and adjust it as needed once we are notified of the project award. We believe the schedule below balances an aggressive timeline with enough time to complete a thorough study.

Task Item	Phase Duration
Proposal Submission Due (09/18/2026)	
A/E Notice of Award	
Contracts Written	
City Board Approval & Award	Assume 8-weeks
Contract Commencement	Start
Task 1 - Fire Headquarters Structural / Ladder Truck Analysis	5 Weeks
Review record structural drawings and ladder truck loads; field verify the apparatus bay, slab, supports, openings, and clearances	1 Week
Perform structural engineering analysis and calculations for the new ladder truck	1 Week
Develop repair, modification, and addition options, including required building and conceptual costs	2 Weeks
Prepare Task 1 findings for the separate Structural Analysis Report	1 Week
Task 2 - Programming and Cost Estimating of Fire Headquarters Structural Repairs	2 Weeks
Task 3 - Existing Conditions Assessment	10 Weeks
Assemble Existing Documentation, Conduct Kickoff Meeting, Existing Facility Walk Through	1 Week
Set Up Software with Existing Drawings for Conditions Assessment	1 Week
Facility Conditions Assessment, Site Due Diligence & Conditions Report	8 Weeks
Report Completion	25 Weeks
Contingency For Delays	2 Weeks
Total Duration w/ Contingency	27 Weeks



SECTION 5. **STAFF ALLOCATED FOR** **THIS PROJECT**

FIRM'S CURRENT WORKLOAD

The workload of the firm is such that we are able to begin work immediately upon authorization to proceed. With over 2,100 staff members, LaBella Associates is able to commit additional qualified personnel to this project and work towards successful project completion within the allotted timeframe as required.

Management is continually monitoring staff workload for all disciplines. A 2-week work plan and a 2-month workload projection is prepared by project managers. These projections are consolidated in reports for management to determine staffing needs.



Our staff of over 2,100 team members is spread across more than 38 office locations.

STAFF ALLOCATION

CURRENT WORKLOAD + PROJECT AVAILABILITY



READY TO COMMENCE UPON NOTICE TO PROCEED

Individual availability and current assignments are summarized below.

Michael Hall

10% AVAILABLE

CURRENT ASSIGNMENTS

- Poughkeepsie Police & Court - DD
- Brewster Fire Station - SD
- Port Henry Fire Station - SD
- City of Rochester RPD Special Ops Building - CD

INVOLVEMENT

20%
10%
10%
15%

Tracy Venette

5% AVAILABLE

CURRENT ASSIGNMENTS

- 716 Sports complex
- NBT Bank
- Bounce AI and Port Henry Fire Station

INVOLVEMENT

5%
5%
20%

Patrick Monti

30% AVAILABLE

CURRENT ASSIGNMENTS

- Seneca Nation of Indians Health & Human Services - CA
- Salamanca CCSD Ph 5.1 - CA
- 983 Michigan Ave Apartments - CA
- Thankful Gardens Housing - CA

INVOLVEMENT

20%
10%
5%
25%

Chuck Lind

10% AVAILABLE

CURRENT ASSIGNMENTS

- Monroe County, NWQ WRRF, Electrical Improvements
- Mitchel Sports Complex
- Various City of Rochester projects

INVOLVEMENT

25%
25%
20%

Stephen Parrish

25% AVAILABLE

CURRENT ASSIGNMENTS

- Southern Tier Regional Transit Hub
- NBT Bank - City Gate Interior Design
- Code & Life Safety reviews of multiple stadiums

INVOLVEMENT

25%
25%
25%

Adam Lysiak

20% AVAILABLE

CURRENT ASSIGNMENTS

- BPS - Hutch tech MEP upgrades PH1
- BPS - Hutch tech MEP upgrades PH2
- Lackawanna City CSD - 2024 CIP Phase 3

INVOLVEMENT

5%
5%
10%

Daniel Mabie

15% AVAILABLE

CURRENT ASSIGNMENTS

- Poughkeepsie Police Station and Town Court
- Ticonderoga Fire Station & Utility Building
- Ellicottville EMS & VFD Station Renovation
- RGRTA Transportation Center Renovation & upgrades.

INVOLVEMENT

20%
15%
20%
15%

Robert Steehler

10% AVAILABLE

CURRENT ASSIGNMENTS

- ARC Building Partners - 716 Sports Complex
- Casella Waste Transfer Station
- Fairport CSD 2023 CIP

INVOLVEMENT

15%
15%
10%

STAFF ALLOCATION - CONTINUED

CURRENT WORKLOAD + PROJECT AVAILABILITY



READY TO COMMENCE UPON NOTICE TO PROCEED

Individual availability and current assignments are summarized below.

Kris Winkler

20% AVAILABLE

CURRENT ASSIGNMENTS

- 716 Sports complex
- Salamanca CCSD Ph 5 2025 Capital Project
- 3815-3825 Walden Ave Site Development

INVOLVEMENT

15%
12%
20%

Nathan Fox

15% AVAILABLE

CURRENT ASSIGNMENTS

- Utica CSD 2025 CIP Phase 2
- Mitchel Athletic Complex
- Brockport 2024 CIP Phase 3

INVOLVEMENT

65%
50%
95%

Kevin DeRoller

25% AVAILABLE

CURRENT ASSIGNMENTS

- Oswego Police Station
- COR Firehouse Assessment & Rehab.
- Wayne Co. Fire Tower Assessments.

INVOLVEMENT

25%
25%
15%

Derek Banach

10% AVAILABLE

CURRENT ASSIGNMENTS

- University at Buffalo - Clement Hall
- Buffalo Public Schools - Project and Air Monitoring - Various Projects
- NYS Office of General Services - Multiple Projects - Term Contract (Masten Armory Buffalo, Albion Correctional Facility)

INVOLVEMENT

5%
5%
5%

Brett Driscoll

15% AVAILABLE

CURRENT ASSIGNMENTS

- Ticonderoga New Fire Station
- Morrisville-Eaton CSD 2024-25 COP
- Glenville Hill Fire District #8

INVOLVEMENT

10%
20%
15%

David Weller

10% AVAILABLE

CURRENT ASSIGNMENTS

- Albany County Jail Sheriff's Office Feasibility Study
- Monroe County Jail Mainframe Reconstruction
- Town of Erwin New Town Hall

INVOLVEMENT

10%
5%
15%

Spencer Chaput

10% AVAILABLE

CURRENT ASSIGNMENTS

- Ticonderoga New Fire Station
- Webster 2023 CIP
- Hornell 2024 CIP

INVOLVEMENT

25%
25%
25%



WWW.LABELLAPC.COM

(877) 626-6606



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

October 15, 2026

OCT 20 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 October 20th, 2026, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

2026 OCT 15 PM 2:13
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.2

OCT 20 2026

October 15th, 2026

Common Council

A LOCAL LAW TO ALLOW THE CITY OF NORTH TONWANDA, NEW YORK TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPLE LAW SECTION 3-C

WHEREAS, on October 13th, 2026, a public hearing was held at 6:15pm in the council chambers, 216 Payne Avenue, North Tonawanda, New York.

WHEREAS, General Municipal Law section 3-c requires the Common Council to obtain sixty percent approval to adopt Local law #4 of 2026.

WHEREAS, that a Local Law to override the Tax Levy Limit for the City of North Tonawanda to be voted on, as follows:

Warm Regards,


JEFFREY ZELLNER
CITY ACCOUNTANT

RECEIVED
CITY CLERK'S OFFICE

2026 OCT 15 PM 12:05
NORTH TONAWANDA NY

LOCAL LAW No. 4 of 2026

A LOCAL LAW OF THE CITY OF NORTH TONAWANDA, NEW YORK TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW SECTION 3-C

Be it enacted by the City Council of the City of North Tonawanda in the county of Niagara, as follows:

Section 1. Legislative intent

It is the intent of the Local Law to override the limit on the amount of real property taxes that may be levied by the City of North Tonawanda, County of Niagara, State of New York pursuant to General Municipal Law 3-c, and to allow City of North Tonawanda to adopt a budget for (a) City purposes and (b) any other special or improvement district governed by the Common Council for the Fiscal Year 2027 that requires a real property tax levy in excess of the "tax levy limit" as defined by the General Municipal Law 3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law 3-c, which expressly authorizes the Common Council to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the Common Council.

Section 3. Tax Levy Limit Override

The Common Council of the City of North Tonawanda is hereby authorized to adopt a budget for the fiscal year 2027 that requires a real property tax levy in excess of the limit specified in General Municipal Law 3-c.

Section 4. Severability

If any clause, sentence, paragraph, subdivision or part of the Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgement shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of the Local Law or in its application to the person, individual, firm, or corporation or circumstance, directly involved in the controversy in which such judgement or order shall be rendered.

Section 5. Effective date.

This local law shall take effect immediately upon filing with Secretary of State.

PLEASE TAKE NOTICE THE EXTENT THAT THIS LOCAL LAW MAY CONFLICT WITH APPLICABLE PORTIONS OF THE GENERAL CITY LAW OF THE STATE OF NEW YORK, IT IS STATED INTENTION OF THE CITY TO EXERCISE ITS AUTHORITY TO SUPERSEDE AND AMEND, AS GRANTED UNDER THE MUNICIPAL HOME RULE LAW OF THE STATE OF NEW YORK, SECTION 10. THE CITY HEREBY PROVIDES NOTICE THAT IT IS EXERCISING ITS AUTHORITY TO SUPERSEDE AND AMEND PURSANT TO MUNICIPAL HOME RULE LAW OF THE STATE OF NEW YORK SECTION 22. 5

City of North Tonawanda

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

Office of the City Clerk-Treasurer
City Hall
216 Payne Avenue
North Tonawanda, New York 14120

XLV

OCT 20 2026

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

10/8/2026

RECEIVED
CITY CLERK'S OFFICE

2026 OCT 8 PM 2:45
NORTH TONAWANDA NY

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 ~~August~~ 2026.
September

General Fund

Balance Fwd - Checking	2,437,837.83
Balance Fwd - Money Market	2,093,916.24
Investments	0.00
Receipts for the month	4,211,210.34
Warrants Drawn	(3,746,913.74)
	\$4,996,050.67

Sewer Fund

Balance Fwd - Checking	447,732.40
Balance Fwd - Money Market	61,720.54
Investments	0.00
Receipts for the month	474,601.22
Warrants Drawn	(477,958.08)
	\$506,096.08

Water Fund

Balance Fwd - Checking	412,465.25
Balance Fwd - Money Market	471,330.82
Investments	0.00
Receipts for the month	278,104.31
Warrants Drawn	(334,997.30)
	\$826,903.08

Trust & Agency Fund

Balance Fwd - Checking	718,451.86
Receipts for the month	52,757.25
Warrants Drawn	(108,332.65)
	\$662,876.46

Capital Construction Fund

Balance Fwd - Checking	444,370.77
Balance Fwd - Money Market	1,804,973.81
Investments	0.00
Receipts for the month	3,119,280.97
Warrants Drawn	(2,536,700.56)
	\$2,831,924.99

Community Development Fund

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

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	337,860.00
Warrants Drawn	(337,860.00)
	\$0.00

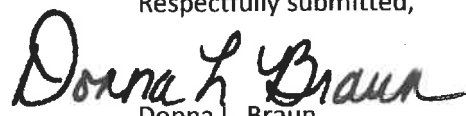
Housing Rehabilitation Fund

Balance Fwd	12,305.66
Receipts for the month	2.52
Warrants Drawn	0.00
	\$12,308.18

Home Rehabilitation Fund

Balance Fwd	40,683.56
Receipts for the month	0.00
Warrants Drawn	0.00
	\$40,683.56

Respectfully submitted,


Donna L. Braun
City Clerk-Treasurer

2026 OCT 6 AM 9:13
NORTH TONAWANDA NY

XyV. 1

OCT 20 2026

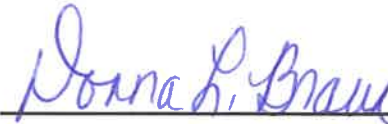
Account#	Account Description	Fee Description	Qty	Local Share
A1255	Minor Sales	Certified Copies - Marriage	16	160.00
		Sub-Total:		\$160.00
A1550	Minor Sales	Public Pound Fee	2	50.00
		Sub-Total:		\$50.00
A1603	Misc. Fees	Birth Certificates	47	470.00
		Death Certificates	97	1,240.00
		Deaths Recorded	14	0.00
		Geneology Birth	3	66.00
		Geneology Death	3	66.00
		Geneology Search	8	176.00
		Sub-Total:		\$2,018.00
A2110	Planning & Zoning Fees	Board of Appeals App.	1	50.00
		Planning - Rezoning	2	200.00
		Site Plan Approval	2	200.00
		Sub-Total:		\$450.00
A23410	Minor Sales	Boathouse Rental 2026	2	3,048.00
		Sub-Total:		\$3,048.00
A2501	Minor Sales	Solicitors Permit - Yearly	1	25.00
	Permit Fees	Chicken Permits	1	25.00
	Snowplow Permit	Snowplow Permit	1	25.00
		Sub-Total:		\$75.00
A2505	Marriage License Fee	Marriage License Fee	22	385.00
		Sub-Total:		\$385.00
A2506	Conservation	Conservation	21	214.33
		Sub-Total:		\$214.33
A2540	Racing & Wagering Fees	Bingo Proceeds	5	158.30
		Sub-Total:		\$158.30
A2542	Dog Licensing	Female, Spayed	70	630.00
		Female, Unspayed	11	187.00
		Male, Neutered	52	468.00
		Male, Unneutered	13	221.00
		Sub-Total:		\$1,506.00
AGEE	Trust & Agency	Tax Agreement	17	13,769.00
		Sub-Total:		\$13,769.00
BKRP	Trust & Agency	Bankruptcy pymts	2	1,268.65
		Sub-Total:		\$1,268.65
BLDG	Clerical Misc	Building Permits	1	20,463.00
		Sub-Total:		\$20,463.00
BLUE	Trust & Agency	Health Insurance	30	9,499.39
		Sub-Total:		\$9,499.39

Account#	Account Description	Fee Description	Qty	Local Share
COMM	Clerical Misc	Commissions	2	453.05
		Sub-Total:		\$453.05
CONT	Clerical Misc	Clerk-Contractor Lic Fee	1	2,625.00
		Sub-Total:		\$2,625.00
CTPF	Clerical Misc	Bankruptcy Interest	2	671.72
		Sub-Total:		\$671.72
FINE	Clerical Misc	City Court Monthly Report	1	47,198.00
		Sub-Total:		\$47,198.00
FIRE	Trust & Agency	Fire Donations (94)	1	100.00
		Sub-Total:		\$100.00
FRES	Clerical Misc	Fire Rescue Billing	2	182.23
		Sub-Total:		\$182.23
GASD	Clerical Misc	DPW-Gasoline Reimb	2	17,507.18
		Sub-Total:		\$17,507.18
GATE	Clerical Misc	Gateway Dock Fees	4	2,050.00
		Sub-Total:		\$2,050.00
GLFP	Clerical Misc	Golf Charges	2	51.00
		Sub-Total:		\$51.00
GLFR	Clerical Misc	Golf Concessions	1	5,200.00
		Sub-Total:		\$5,200.00
GMSC	Clerical Misc	General Misc.	4	11,286.78
		Sub-Total:		\$11,286.78
GRPM	Clerical Misc	Engineer - Grading Permit	3	1,320.00
		Sub-Total:		\$1,320.00
LEAS	Clerical Misc	Lease Agreements	1	900.00
		Sub-Total:		\$900.00
MARK	Trust & Agency	Marketing Fee	4	385.00
		Sub-Total:		\$385.00
MRKT	Clerical Misc	NT Market	5	1,175.00
		Sub-Total:		\$1,175.00
MRNA	Clerical Misc	Marina	2	9,033.45
		Sub-Total:		\$9,033.45
NTPD	Clerical Misc	Police Monthly Report	1	126.00
		Sub-Total:		\$126.00
PKTK	Clerical Misc	Parking Tickets	9	680.00
		Sub-Total:		\$680.00
PKTKW	Clerical Misc	Parking Tickets-Web	5	410.00
		Sub-Total:		\$410.00

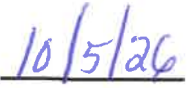
Account#	Account Description	Fee Description	Qty	Local Share
PLPM	Clerical Misc	Plumbing Permits	2	2,320.00
		Sub-Total:		\$2,320.00
POL	Clerical Misc	Niagara County-Police	3	14,001.57
		Sub-Total:		\$14,001.57
RECH	Clerical Misc	Recreation Dept.Revenue	5	967.00
		Sub-Total:		\$967.00
RENT	Clerical Misc	Bldg. Rental Lic fees	1	665.00
		Sub-Total:		\$665.00
ROAD	Clerical Misc	Engineering-Road Cut	4	1,450.00
		Sub-Total:		\$1,450.00
SELC	Sewer	Sewer Cell Tower Utilities	2	14,739.70
		Sub-Total:		\$14,739.70
SPIC	Clerical Misc	DPW-Special Garbage Pickup	1	375.00
		Sub-Total:		\$375.00
SRAP	Clerical Misc	DPW-Sale of Scrap	6	9,769.20
		Sub-Total:		\$9,769.20
SUTL	Sewer	Sewer Utilities	1	28,922.69
		Sub-Total:		\$28,922.69
TAMS	Trust & Agency	T&A Misc	1	175.00
		Sub-Total:		\$175.00
TARP	Trust & Agency	Recreation Programs (91)	3	3,241.94
		Sub-Total:		\$3,241.94
TFEE	Treas Fee Copies	Dup Bill Fee	1	4.00
		Lien Fees	7	511.00
		Tax Search & Copies	8	1,191.00
		Sub-Total:		\$1,706.00
TREE	Clerical Misc.	Rec- Tree Planting Program	2	585.00
		Sub-Total:		\$585.00
TYTH	Trust & Agency	Rec Youth Board (97)	1	493.60
		Sub-Total:		\$493.60
UTIL	Clerical Misc	Utilities Tax on Gross Income	4	121,974.57
		Sub-Total:		\$121,974.57
WTMT	Water	Water Meter Installation	2	400.00
		Sub-Total:		\$400.00
WTPP	Water	Water Tap/Water Use	3	225.00
		Sub-Total:		\$225.00

Account#	Account Description	Fee Description	Qty	Local Share
			Total Local Shares Remitted:	\$356,430.35
Amount paid to:	New York State Department of Health			495.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			194.00
Amount paid to:	NYS Environmental Conservation			3,671.67
Total State, County & Local Revenues:			Total Non-Local Revenues:	\$4,360.67

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.



City Clerk-Treasurer



Date



City of North Tonawanda

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

Telephone: (716) 695-8580

XXXII. 1+2

OCT 20 2026

October 15th, 2026

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

RE: Community Development Block Grant Program- Request for Required Second Public Hearings

Dear Honorable Body,

As per Community Development Block Group (CDBG) regulations, the City of North Tonawanda is required to hold a second public meeting to discuss CDBG activities and program accomplishments. The hearing must be held at a meeting with a quorum of the Common Council.

I would like to formally request authorization to hold two required public meetings for the following projects:

- 822ME454-24- City of North Tonawanda Microenterprise Program- to be held on **November 10th 2026 at 5:30 PM** in the Common Council chambers immediately preceding the regularly scheduled Common Council workshop.
- 822SB598-25- CDBG assistance to Niagara Climbing Center- to be held on **November 10th 2026 at 5:45 PM** in the Common Council chambers immediately preceding the regularly scheduled Common Council workshop.

Thank you for your time and consideration.

Kindest regards,

Laura Wilson
Director

2026 OCT 13 PM2:25
NORTH TONAWANDA NY

RECEIVED
CITY CLERK'S OFFICE

RES. NO. ____-26

**RESOLUTION SETTING DATE FOR A SECOND PUBLIC HEARING
FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the City of North Tonawanda received Community Development Block (CDBG) funding from the New York State Office of Community Renewal (**Project No. 822ME545-24**) to implement the City of North Tonawanda Microenterprise Grant Program (the "Project"), and

WHEREAS, the North Tonawanda Common Council is required to hold a public hearing to discuss the implementation of the Project and to receive comments related to the effectiveness of administration of the CDBG Project.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on **November 10th, at 5:30 p.m.** in the Common Council Chambers, City Hall, 216 Payne Avenue, North Tonawanda, New York 14120, before the North Tonawanda Common Council, whereat all interested parties shall be heard regarding the implementation of the CDBG Project, and be it further

RESOLVED, that the City Clerk is directed to prepare a notice of said hearing, to cause the publication of the notice of such hearing in the newspaper which has been officially designated by the Common Council to publish "notices", and to affix a copy of said notice on the bulletin board in City Hall at 216 Payne Avenue, North Tonawanda, New York; both publication and posting to be made at least eight (8) days before the public hearing.

RES. NO. ____-26

**RESOLUTION SETTING DATE FOR A SECOND PUBLIC HEARING
FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the City of North Tonawanda received Community Development Block (CDBG) funding from the New York State Office of Community Renewal (**Project No. 822SB598-25**) to implement the **CDBG Small Business Program to Niagara Climbing Center** (the "Project"), and

WHEREAS, the North Tonawanda Common Council is required to hold a public hearing to discuss the implementation of the Project and to receive comments related to the effectiveness of administration of the CDBG Project.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on **November 10th, at 5:45 p.m.** in the Common Council Chambers, City Hall, 216 Payne Avenue, North Tonawanda, New York 14120, before the North Tonawanda Common Council, whereat all interested parties shall be heard regarding the implementation of the CDBG Project, and be it further

RESOLVED, that the City Clerk is directed to prepare a notice of said hearing, to cause the publication of the notice of such hearing in the newspaper which has been officially designated by the Common Council to publish "notices", and to affix a copy of said notice on the bulletin board in City Hall at 216 Payne Avenue, North Tonawanda, New York; both publication and posting to be made at least eight (8) days before the public hearing.

CFO. A

Tonawanda's United Veteran's Council

OCT 20 2026

October 16, 2026

City of North Tonawanda Council

On November 11, 2026, Tonawanda's United Veteran's Council will hold our Veterans Day ceremony at 11am on the Renaissance Bridge. We are asking that the bridge be closed to traffic on the North Tonawanda side at 1030 am and reopen to traffic at 1130am. The same request was sent to the Tonawanda Council. All city officials are invited to our service. Coffee and Doughnuts will be served after the service at the VVA Chapter 77 museum on Main St.

Thank you.

In Service to Veterans,

Paul Pietrowski

President



2026 OCT 15 PM 12:01
NORTH TONAWANDA NY

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