

**TO: Honorable Mayor & Common Council
President Andres
Aldermen Zadzilka, Donovan, Rizzo, Needler**

FROM: Scott P. Kiedrowski, City Clerk-Treasurer

RE: Agenda for regular session TUESDAY, JUNE 4, 2013, 6:30PM.

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

PROOF OF PUBLICATION

1.) Bid – Meadow Drive Extension Project – Engineer

COMMUNICATIONS FROM CITY OFFICIALS

- I.1 Mayor - Re: Response to NYS Audit Report.**
- II.1 Attorney - Re: Niagara County use of 500 Wheatfield Street.**
- II.2 Attorney - Re: Emergency Medical Services Coverage Agreement for Concert Series.**
- VII. Accountant - Re: Payment of the Abstract of Claims dated June 4, 2013.**
- XI. Fire - Re: Award of bid for Emergency Station Generators to M. H. Thilk.**
- XVII. Traffic Safety - Re: Various Traffic Safety Recommendations.**
- XXV. Monthly Reports**
 - .1 Police**

COMMUNICATIONS FROM OTHERS

- A.**
Joseph Blake - **Re: Discontinuance of Alleyway Adjacent to 76 Eighth Avenue.**
- B.**
Carrousel Museum - **Re: Permission to use the Fire Tower Site on Tonawanda Island as a temporary campsite for the Canal Fest Ride Operators.**
- C.**
Canal Fest - **Re: Permission to hold the 31st Annual Canal Fest from Sunday, July 14, 2013 to Sunday, July 21, 2013.**

Respectfully submitted,

**Scott P. Kiedrowski
City Clerk–Treasurer**

STATE OF NEW YORK
ERIE COUNTY, } SS, _____

JUN - 4 2013

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

TONAWANDA NEWS

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 70249 was printed and published in said paper on the following dates:

05/15/2013 05/16/2013

Linda Elliott
Principal Clerk

Subscribed and sworn to before me this

20 May 2013

PJ King
Patricia J King

07/27/2014

PATRICIA J. KING
Notary Public, State of New York
Qualified in Erie County
My Commission Expires ~~March 20, 2014~~

Notary Public

Expiration Date

LEGAL NOTICE
CITY OF NORTH TONAWANDA, NEW YORK
ENGINEERING DEPARTMENT

NOTICE TO BIDDERS

SEALED PROPOSALS for Meadow Drive Extension Project will be received by the City Clerk/Treasurer of the City of North Tonawanda, New York, until 11:00 a.m., Prevailing Time, Tuesday June 11, 2013 at which time they will be publicly opened.

A copy of the Contract Documents is on file and is available for inspection during the usual business hours at the office of the City Engineer in the City hall, Payne Avenue, North Tonawanda, New York; at Dodge Reports, www.dodge.construction.com; and at Construction Exchange of Buffalo Services and Western New York, 2660 William Street, Cheektowaga, NY 14227.

The project consists of extension of Meadow Drive including new roadway, sidewalk, curb, and storm sewer from Wayne Avenue to Erie Avenue

The project shall be the latest wage rates established by the State Industrial Commissioner.

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

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

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

Scott P. Kiedrowski
City Clerk/Treasurer
City of North Tonawanda

PUBLISH: May 15th & 16th

#T70249

5/15,16/2013

Office of the Mayor

ROBERT G. ORTT

May 30, 2013

City of North Tonawanda
Financial Operations
2012M-203

NORTH TONAWANDA, NY

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CITY CLERK'S OFFICE
2013 MAY 30 PM 3:37

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JUN - 4 2013

For each recommendation included in the audit report, the following is the City of North Tonawanda's corrective action(s) taken or proposed.

Fire Company Fundraising

Recommendation

1. The Council should ensure that the fire companies are aware of their statutory obligation to provide the Council with advance written notice of their fundraising activities.
2. The Council should require, as a condition for the conduct of fundraising activities that the fire companies submit to the City a financial report on the receipts and expenditures for each such activity and provide City officials with access to the related books and records of the fire company.
3. In the event that the Council receives written notice of a fire company fundraiser involving the sale of alcoholic beverages, the Council should confer with the City's legal counsel as to the City's potential liability to third parties and the most appropriate manner for protecting the City against any such liability.

Corrective Action

The City, through the Fire Chief, has informed each volunteer company of their statutory obligation to provide the Council advance written notice of fundraising activities.

Each company has been provided with a form, (a sample of which has been enclosed with this letter), which is to be submitted annually to the Council, identifying major and repetitive fundraising events at the respective fire halls. There is an additional "Statement of Loss in Revenue" form which will be submitted to the Council within thirty (30) days of each event.

The Council regularly confers with legal counsel regarding all matters of liability and will continue to do so.

The first filing is due to the Council no later than June 21, 2013.

All Volunteer Companies are responsible for complying with this corrective action. The Fire Chief shall oversee and ensure implementation.

Purchasing Policy

Recommendations

- 1.) The Council will verify that department heads obtain the required verbal or written quotes for the procurement of goods not subject to competitive bidding requirements by reviewing supporting documents as part of the claims audit process.
- 2.) The Mayor will require all Departments to coordinate the solicitation of written or verbal quotations for purchases of select items used by these departments.
- 3.) Department supervisors shall maintain a record of the verbal or written quotes required by the procurement policy.

Corrective Action

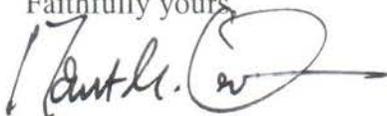
It is the intent of the Council to pass a resolution amending the city's purchasing policy no later than June 18. These changes require all departments making purchases over \$1,000 to obtain three verbal/or written quotes. Upon adoption of this new policy, the Mayor shall direct all departments to better coordinate purchasing of select items used by all departments. The Mayor shall identify a current employee to oversee that said coordination is occurring.

All purchase orders submitted to the Department of Accounting in excess of \$1,000 and less than \$3,000 must have a form with three verbal quotes attached. This form shall be provided to all departments. No purchase order in excess of \$1,000 and less than \$3,000 will be processed without three written or verbal quotes.

This corrective action will take effect no later than June 21, 2013.

The City Accountant shall be responsible for the implementation of this policy.

Faithfully yours

A handwritten signature in black ink, appearing to read "Robert G. Ort", with a long horizontal flourish extending to the right.

Mayor Robert G. Ort

City of North Tonawanda

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

SHAWN P. NICKERSON
CITY ATTORNEY

ROBERT SONDEL
ASSISTANT CITY ATTORNEY

11.1
JUN - 4 2013

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

May 29, 2013

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

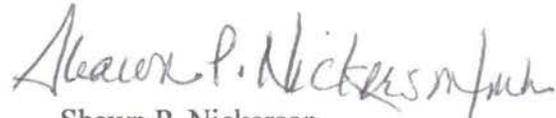
Re: Niagara County use of 500 Wheatfield Street North Tonawanda

Dear Honorable Body:

Attached is a proposed agreement between the City and Niagara County regarding the use of the building located at 500 Wheatfield Street in North Tonawanda. The proposed agreement would allow Niagara County to utilize approximately 39% of the useable area of the building. This agreement would last for a period of 13 years and 4 months, during which time the County will occupy the building at no cost other than their proportionate share of utilities.

Should your Honorable Body concur, please pass a resolution to allow for the execution of the Agreement between the City of North Tonawanda and Niagara County for use of 500 Wheatfield Street by the Mayor, subject to any further review by the City Attorney.

Very truly yours,



Shawn P. Nickerson
City Attorney

SPN/mh
Enc.

NORTH TONAWANDA, N.Y.

2013 MAY 29 AM 11:23

CITY CLERK'S OFFICE
RECEIVED

City of North Tonawanda

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

SHAWN P. NICKERSON
CITY ATTORNEY

ROBERT SONDEL
ASSISTANT CITY ATTORNEY

11.2
JUN - 4 2013

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

May 31, 2013

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

Re: Emergency Medical Services Coverage Agreement for Concert Series

Dear Honorable Body:

Attached is a proposed agreement between North Tonawanda and Twin City Ambulance Corp. ("TCA") regarding emergency medical services during the concert series provided by the City. The proposed agreement would require that TCA provides EMS, supplies and equipment as requested by North Tonawanda. TCA will also provide one Advanced Life Support Ambulance, with appropriate staffing at a rate of \$195.00 per hour. TCA will have these resources available for each of the concerts, which are scheduled for Sunday, June 9, 2013; Sunday, July 14, 2013; and Sunday, August 25, 2013.

Should your Honorable Body concur, please pass a resolution to allow for the execution of the Agreement between the City of North Tonawanda and TCA by the Mayor, subject to any further review by the City Attorney.

Very truly yours,



Shawn P. Nickerson
City Attorney

SPN/mh
Enc.

RECEIVED
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2013 MAY 31 AM 11:48
NORTH TONAWANDA



City of North Tonawanda

DEPARTMENT OF ACCOUNTING
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, NEW YORK 14120-5477

VII

MARK W. DOTTERWEICH
CITY ACCOUNTANT

AMANDA L. REIMER
STAFF ACCOUNTANT

JUN - 4 2013

TELEPHONE
(716) 695-8545

FAX
(716) 695-8573

May 30, 2013

Honorable Robert G. Ortt, Mayor

and Common Council

City Hall

North Tonawanda, New York 14120

Dear Honorable Body:

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

Accordingly, please authorize for payment the current Warrant of Claims for Common Council audit, dated **June 4, 2013**, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Very truly yours,

Mark W. Dotterweich

City Accountant

MWD

X1.

CITY OF NORTH TONAWANDA
NORTH TONAWANDA, NEW YORK 14120

JUN - 4 2013

FIRE HEADQUARTERS
495 ZIMMERMAN ST.
JOHN C. LAPHAM
CHIEF
(716) 693-2201

May 24, 2013

Honorable Mayor Robert Ort
and Common Council Members,
City Hall, North Tonawanda, N.Y.
Re: Emergency Station Generators

Dear Honorable Body:

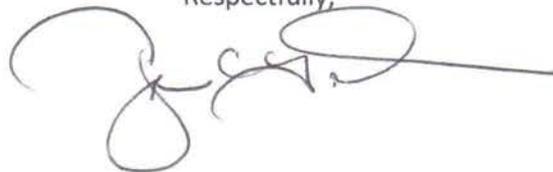
On Friday, May 17, 2013, bids were received and opened by the City Clerk for the "Emergency Station Generator" Project, for 788 Payne Ave(Rescue 1) and 1425 Nash Rd (Engine 7). The results are as follows:

- | | |
|-------------------------------|-------------|
| 1. M.H. Thilke Electric | \$42,033.00 |
| 2. Frey Electric Construction | \$64,477.00 |

I have reviewed all bids with the City Electrical Department and have provided the following recommendation of award.

I therefore respectfully request that the Common Council award this project to M. H. Thilke Electric 4171 Chestnut Rd Wilson, N.Y. 14172 at their low bid amount of \$42,033.00, and authorize the Mayor to sign any contract, subject to review by the City Attorney.

Respectfully,



Fire Chief John C. Lapham

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2013 MAY 30 AM 10:21

NORTH TONAWANDA, N.Y.

XVII
JUN - 4 2013

May 22, 2013

Scott Kiedrowski
City Clerk-Treasurer
216 Payne Avenue
North Tonawanda, NY 14120

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2013 MAY 29 AM 10:37
NORTH TONAWANDA, N.Y.

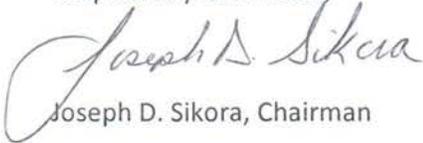
Traffic Safety Minutes:

The May meeting of the North Tonawanda Traffic Safety Committee was called to order at 1900 hours. Roll call showed the following members present: J. Sikora, A. Vater, R. Frank, M. Lemke, M. Anastasi, and A. DiBernardo. The minutes from the previous meeting were read and accepted. The following new concerns were discussed and recommendations made.

1. Resident Peter Vogt, 36 Grant Street, 341-3235, is concerned with vehicles parking and blocking the driveways located at 28 and 36 Grant. He requested a sign be posted stating "do not block driveway." I stopped and spoke with employees of Grant School informing them of the problem. They assured me the information will be passed along. I spoke with Mr. Vogt and he agreed we will wait and see if the problem rectifies itself. Additionally Mr. Vogt was advised to call NTPD when vehicles are blocking the driveway. The Committee does not recommend placing a sign at this time.
2. A resident contacted the Mayor's Office concerned truck traffic on Christiana Street. I spoke with contractors working on TCMH who stated they did not remove any signs in the area. The Committee would like a sign placed on Christiana stating "no trucks over 5 tons." This should help with deterring trucks from turning from TCMH onto Christiana Street,
3. Resident David Maser requested placement of "no parking" signs on Esther Street near Nash. With improvements and curbs added to Esther the street has become narrow and dangerous for vehicles turning from Nash Road. This request was researched by the Committee and we recommend placing "no parking" signs on both sides of Esther Street giving enough room for vehicles to turn safely from Nash Road.
4. A request from resident Lori Swartz with the sidewalk located at the intersection of Ward Road and Warner Avenue will be researched and discussed at the June meeting.
5. Resident Scott Kuebler, 220 Tremont Street, contacted the Mayor's Office with concerns with recent removal of the traffic signal located at the intersection of Payne Avenue and Tremont Street. His two major concerns were stop lines located on Payne Avenue being removed and "no parking" signs being placed on Payne Avenue. Both these requests were implemented as well as additional signage in the area.
6. Resident David Ventry, 140 Main Street, 536-9456, contacted the Committee with a request to have "no parking/loading zone" signs placed in front a walkway in front of his building. I spoke with Mr. Ventry on this topic and informed him this is a small area to place signs. The Committee does not recommend placing the requested signs.

7. A resident in the area of Niagara and Ransom contacted the Committee with a complaint of a vehicle with a trailer parking along Niagara Street and blocking the view from Ransom. She stated it is dangerous for children getting on and off a bus in the area as well as for vehicles turning from ransom. The area was watched and the vehicle in question was legally parked a few spaces back from the intersection. It was causing no more of an obstruction than any other vehicle at the time. Members of the Committee will continue to watch the area for problems.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Joseph D. Sikora". The signature is written in black ink and is positioned above the printed name.

Joseph D. Sikora, Chairman



Office of the Chief of Police

Department of Police

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

XXV.1
JUN - 4 2013
TELEPHONE
(716) 692-4111
FACSIMILE
(716) 692-4321
EMERGENCY NO.
9-1-1

May 20, 2013

Honorable Mayor Robert G. Ortt and
Members of the City of North Tonawanda Common Council

Ladies and Gentlemen:

Please find attached the Summary of Police Activities Report, the Summary of Criminal Activities Report and the V&T Report for the month of April 2013.

Respectfully submitted,

William R. Hall
Acting Chief of Police

cc: Eric Zadzilka
cc: Philip Rizzo
cc: Richard Andres
cc: Nancy Donovan
cc: Malcom Needler

WRH/sd

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2013 MAY 20 PM 3:28
NORTH TONAWANDA N.Y.

| |
|---|
| NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF POLICE ACTIVITIES FOR THE MONTH OF APRIL 2013 |
|---|

CRIMINAL

| | |
|--|-----|
| Complaints received and investigated | 130 |
| Complaints cleared by arrest or exceptional clearance | 70 |
| Complaints ruled unfounded | |
| Number of males arrested under 18: 4 over 18: 35 | 39 |
| Number of females arrested under 18: 0 over 18: 10 | 10 |
| Arrests for other authorities | 1 |
| Failure to Appear/Violation of Probation Warrant Arrests | 20 |
| Above complaints cleared by J.A.B. | 12 |
| Complaints cleared by J.A.B. from previous months | 5 |

TRAFFIC

| | |
|--------------------------|-----|
| Traffic summonses issued | 155 |
| DWI arrests | 8 |
| Parking tags issued | 264 |

MISCELLANEOUS

| | |
|---|--------------|
| Miscellaneous service | 1,813 |
| Incident reports | 84 |
| Vehicle accidents | 40 |
| Vehicle accidents (fatal) | 0 |
| Vehicle stops | 205 |
| Police escorts | 47 |
| Prisoner meals | 52 |
| 911 Emergency calls | 0 |
| Mug shots taken | 51 |
| Fingerprints taken | 51 |
| Persons missing and located | 1 |
| Automobiles stolen | 4 |
| Automobiles recovered | 3 |
| Automobiles recovered for other authorities | 0 |
| Record check fees | \$ 90.00 |
| Photocopy fees | \$ 13.75 |
| Fingerprint fees | \$ - |
| Fines collected | \$ 17,485.00 |
| Value of property damaged | \$ 11,096.00 |
| Value of property stolen | \$ 50,647.96 |
| Value of property recovered | \$ 27,384.93 |

Respectfully submitted,



William R. Hall
Acting Chief of Police

WRH/sd

| |
|---|
| NORTH TONAWANDA POLICE DEPARTMENT SUMMARY OF CRIMINAL ACTIVITIES FOR THE MONTH OF APRIL 2013 |
|---|

CRIMINAL FELONIES, MISDEMEANORS AND OFFENSES

| <u>TYPE OF OFFENSE</u> | <u>COMPLAINTS</u> | | |
|--------------------------------------|-------------------|---------|-----------|
| | Received | Cleared | Unfounded |
| AGG. ASSAULT | 0 | 0 | |
| ALL OTHER OFFENSES | 10 | 4 | |
| ARSON | 0 | 0 | |
| BURGLARY | 9 | 1 | |
| COERCION | 0 | 0 | |
| CRIMINAL MISCHIEF | 8 | 2 | |
| CRIM POSS WEAPON | 0 | 0 | |
| DIS CON/HARASS | 14 | 8 | |
| DRUG OFFENSES | 9 | 8 | |
| EMBEZZLEMENT | 0 | 0 | |
| FAILURE TO APPEAR | 20 | 20 | |
| FORGERY | 2 | 1 | |
| FRAUD (ID THEFT) | 3 | 2 | |
| LARCENY | 35 | 9 | |
| LEAVING THE SCENE | 10 | 2 | |
| MURDER | 0 | 0 | |
| RAPE | 0 | 0 | |
| ROBBERY | 0 | 0 | |
| SEXUAL OFFENSES | 0 | 0 | |
| SIMPLE ASSAULT | 2 | 2 | |
| STOLEN PROPERTY | 4 | 4 | |
| UNAUTH USE M/V | 4 | 0 | |
| VIOL OF PROBATION | 0 | 0 | |
| ARRESTS FOR OTHER AUTHORITIES | | 1 | |
| ARRESTS/CLEAR COMPS. FM PREV MONTHS | | 6 | |
| TOTALS | 130 | 70 | 0 |
| # OF ABOVE COMPLAINTS CLEARED BY JAB | | 12 | |
| # CLEARED BY JAB FROM PREV MONTHS | | 5 | |

V & T REPORT FOR THE MONTH OF APRIL 2013

| | |
|---|----|
| SPEEDING | 67 |
| REDLIGHT VIO. | 10 |
| STOP SIGN VIO. | 10 |
| NO REGISTRATION | 3 |
| NO LICENSE | 4 |
| FAULTY EQUIPMENT | 18 |
| NO INSPECTION | 10 |
| FAILED TO YIELD RIGHT OF WAY | 3 |
| SEAT BELT VIO. | 2 |
| NO INSURANCE | 2 |
| IMPROPER TURN | 5 |
| DROVE ON LEFT OF PAVEMENT MARKINGS | 3 |
| FAILED TO KEEP RIGHT | 1 |
| FAILURE TO SUBMIT TO PRE-SCREEN BREATH TEST | 1 |
| AVOIDING INTERSECTION OR TRAFFIC CONTROL DEVICE | 1 |
| MISCELLANEOUS | 6 |

TOTAL 146

TRAFFICE MISD.

#OF COMPLAINTS/ARRESTS

| | |
|---|---|
| DWI----- | 8 |
| OPERATING WHILE REG. SUSPENDED/REVOKED----- | 4 |
| AGGRAVATED UNLICENSED OPERATION 3 RD ----- | 8 |
| AGGRAVATED UNLICENSED OPERATION 2 ND ----- | 1 |

FELONIES

None

FINES:

| | |
|----------------------------------|--------------------|
| (CITY IMPOSED)-TRAFFIC+CRIMINAL: | \$ 9,715.00 |
| PARKING TAGS: | \$ 7,770.00 |
| TOTAL FINES | <u>\$17,485.00</u> |

MUG SHOTS: 51

PARKING TAGS: 264

MEAL TICKETS: 52

CFO-A

JUN - 4 2013

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

Dear Honorable Body:

I am asking that the council close a section of alleyway next to and behind my house at 76 eighth ave. I am the property owner of the adjoining property at 77 ninth ave, and wish to merge my properties. The area I'm requesting is a 16' wide x 60' long section behind 76 & 74 eighth ave that is no longer a alleyway, overgrown with trees and no existing road remaining. Each property would get 16' x 30' of green space. The second section is next to my property running along the east side of 76 eighth ave and is 12' wide x 216' long. I would like all of this alleyway to be closed due to its deteriorated condition and lack of use by any persons other than myself. This would allow more off street parking for partners bar and more green space for myself. I would request at the very least the south half of the ally to be closed from eighth ave leading north 116'. This would allow for a driveway for my property and for me to put in off street parking alleviating the strain on eighth ave.

Thank you
Joseph Blake
76 eighth ave.
Joseph B. Blake
see attached site map.

716-417-4753

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2012 OCT - 2 AM 10: 23
NORTH TONAWANDA N.Y.

JUN - 4 2013

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2013 MAY 23 PM 3:59

NORTH TONAWANDA NY



May 22, 2013

Mayor Robert Ortt
City Hall
North Tonawanda, NY 14120

Dear Mayor Ortt:

The Carousel Society of the Niagara Frontier requests permission to use the fire tower property on Tonawanda Island for a "campsite" for the midway employees. We have been using this site for the past 14 years under the County ownership and more recently under City ownership.

The site will be needed from Friday, July 12 through Monday, July 22. The ride operator provides a generator for use by his employees, so the electricity on the site will not be needed. They do require use of the water from the fire hydrant. The fire department has an adaptor for this purpose and installs it.

The site will be locked when no one is there, and the Niagara County Health Department will inspect the "campground" for all safety precautions. Additionally, the ride operator will provide a certificate of insurance, naming the City and the Carousel Society as co-insured.

We have experienced no difficulties in the past with this operation. At times the rain causes some problems when the RV's pull out of the site. This has only happened a few times and Parks has been able to smooth it out.

Please send an approved copy of this request to the Fire Chief so he will be aware of it. If you have any questions, please call me at the museum at 693-1885. Thank you for your support.

Thank you.

A handwritten signature in cursive script that reads "Rae Proefrock".

Rae Proefrock, Director

CFO-C

JUN - 4 2013



P.O. Box 1243
North Tonawanda, NY 14120

May 24, 2013

Honorable Mayor Robert G. Ort
North Tonawanda City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Dear Mayor Ort,

Canal Fest of the Tonawandas Inc is requesting permission from the City of North Tonawanda to hold the 31st annual festival from Sunday, July 14 – Sunday, July 21, 2013. We are seeking permission to use certain city facilities and streets including manpower from certain city departments. Included with this letter are our requests for the year 2013. There are no new requests this year that bear special attention (**additions or changes in RED**). At your earliest convenience, please contact me for any clarification before issuance of the Mayor's Permit.

As discussed in previous meetings, payment to the city of fourteen thousand dollars (\$14,000), would follow no later than two (2) weeks after the closing of Canal Fest on July 21st. Insurance requirements are the same as previous years and will be provided upon authorization of this request. Letters to the city department heads requesting a common or separate coordination meeting can be scheduled by your office and at your convenience.

Canal Fest looks forward to another successful event for our membership and the Twin Cities. North Tonawanda has always contributed to this success and we hope to maintain our good working relationship for many years to come.

Thank you for your time and consideration of our requests.

Respectfully,

Lawrence M. Deneff, President
Canal Fest of the Tonawandas Inc
695-5100 – cell #

RECEIVED
CITY CLERK'S OFFICE
2013 MAY 28 AM 10:21
NORTH TONAWANDA, NY