

**CITY OF LOCKPORT**  
**COMMON COUNCIL MEETING AGENDA**  
**REGULAR MEETING**  
**February 14th, 2024**  
**6:00 P.M.**

**5:30 P.M.**

Committee of the Whole Meeting

**6:00 P.M.**

Common Council Meeting

**ROLL CALL**

**APPROVAL OF MINUTES**

**Fogle:** Approve Common Council minutes of  
021424.1 January 24th, 2024

**COMMUNICATIONS**

**MOTIONS &  
RESOLUTIONS**

**Craig:** Approve bills and payrolls  
021424.2

**Craig:** Approve bills – Community  
021424.3 Development escrow account

**Fogle:** Congratulate employees on years of  
021424.4 service

**Craig:** Shamus – St. Patrick's Day  
021424.5

**Fogle:** Juneteenth Celebration Parade  
021428.6

**xxxx:** Eucharistic Procession/Parade  
021424.7

**xxxx:** Grant permission to Niagara Region  
021424.8 Disc Golf for events on 5/15 and 8/21

**xxxx:** Grant permission to Western New York  
021424.9 Disc Golf event April 20th

**xxxx:** Grant permission to Lock City Circus to  
021424.10 use bleachers February 24<sup>th</sup> and 25<sup>th</sup>

**xxxx:** Lockport Main Street 2024 events  
021424.11

**Mullane:** Budget Line Change  
021424.12

**ADJOURNMENT**

**Fogle:** Adjourn meeting to March 13<sup>TH</sup> 2024  
021424.13

**CITY OF LOCKPORT**  
**CORPORATION PROCEEDINGS**

Lockport Municipal Building

Regular Meeting  
Official Record

February 14th, 2024  
6:00 P.M.

Mayor John Lombardi III called the meeting to order.

**ROLL CALL**

The following Common Council members answered the roll call:

Aldermen Craig, Devine, Fogle, Kirchberger, Lupo, Mullane

**INVOCATION**

**RECESS**

Recess for public input.

**021424.1**

**APPROVAL OF MINUTES**

On motion of Alderman Fogle, seconded by Alderman \_\_\_\_\_, the minutes of the Regular Meeting of January 24<sup>th</sup>, 2024 are hereby approved as printed in the Journal of Proceedings. Ayes \_\_\_\_\_. Carried.

**FROM THE MAYOR**

**Appointments:**

Robert Bragg, 536 Willow Street, appointed to the Planning Board for the City of Lockport effective January 1, 2024. Said term expires on December 31, 2026.

Terry Harmon, 57 Regent Street, appointed to the Planning Board for the City of Lockport to fill the unexpired term of Donald A. Stevens. Said term expires on October 14, 2025

Jennifer A. Diel, appointed to Senior Account Clerk, for the City of Lockport Building Inspection Department effective January 19, 2024. Said appointment is provisional and subject to the City of Lockport Municipal Civil Service Rules and Regulations.

Brittany A. Schuner, appointed to Senior Account Clerk for the City of Lockport Treasurers office effective January 17<sup>th</sup>, 2024. Said appointment is provisional and subject to the City of Lockport Municipal Civil Service Rules and Regulations.

**FROM THE CITY CLERK**

The Clerk submitted payrolls, bills for services and expenses, and reported that the Department Heads submitted reports of labor performed in their departments.

Reviewed by the Finance Committee.

**Communications** (which have been referred to the appropriate City officials)

1/29/2024 Notification from Matt Kahn, Big Ditch Brewing Company LLC, 1 East Avenue, Lockport, NY of his application to the New York State Liquor Authority for said license.

**Notice of Complaint:**

1/16/2024 Hardy Sandstrom, 263 Pine Street – tree.  
1/25/2024 Michael Barclay, 171 Irving Street – tree.  
1/26/2024 Nelson Hughes Jr, 65 Maple Street – tree  
1/29/2024 Garth Wilson, 194 Church Street – tree

Referred to the Director of Highways, Parks and Water Distribution.

**Notice of Claim:**

1/26/2024 Carolyn Erick, 323 N. Adam Street.  
1/29/2024 Paul Zapp and Margaret Wysochanski, 125 Irving Street

Referred to the Corporation Counsel.

## **MOTIONS & RESOLUTIONS**

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**012424.2**

By Alderman Craig:

**Resolved**, that the Mayor and City Clerk be authorized to issue orders in favor of the claimants for payrolls, bills and services to be paid on January 25<sup>th</sup> 2024.

Seconded by Alderman Kirchberger and adopted. Ayes \_\_\_\_\_.

**012424.3**

By Alderman Craig:

**Resolved**, that claims authorized for payment by the Director of Planning and Development, and subsequently paid from the Community Development Escrow Account, be and the same are hereby approved.

Seconded by Alderman Fogle and adopted. Ayes \_\_\_\_\_.

**021424.4**

By Alderman Fogle:

**Resolved**, that the Mayor and Common Council do hereby extend congratulations and appreciation to the following City employees for their years of dedicated service to the City of Lockport:

<u>Employee</u>	<u>Years of Service</u>	<u>Title</u>
Randy S. Szymanski	20	Municipal Worker
Nicholas P. Kalbfliesh	5	Fire Lieutenant
Paul D. Licata	5	Firefighter
James P. Pytlik	5	Fire Lieutenant

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### 021424.5

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

**Resolved**, that pursuant to their request, the Shamus Restaurant, is hereby granted permission to conduct their annual St. Patrick's Day Event on Saturday, March 16, 2024 from 12pm until 9pm, and be it further

**Resolved**, that permission is hereby granted to barricade Hawley Street from Genesée Street to West Avenue on Saturday, March 16th for said event, and be it further

**Resolved**, that permission is hereby granted to allow live music, vendors, food and alcoholic beverages during said event, and be it further

**Resolved**, that permission to erect tents is subject to obtaining necessary permits from the City of Lockport Building Inspection, and be it further

**Resolved**, that said permission is subject to The Shamus Restaurant filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured and be it further

**Resolved**, that the Director of Highways, Parks and Water Distribution is hereby authorized and directed to arrange for delivery of barricades, traffic cones, and street closed signs to the area prior to the event.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### 021424.6

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

**Resolved**, that pursuant to their request, the Juneteenth Celebration Committee is hereby granted permission to conduct a Juneteenth Parade in the City of Lockport on Saturday, June 22nd at 12 p.m. subject to approval of the parade route by the Police Chief and issuance of a parade permit by the City Clerk.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

#### 021424.7

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

**Resolved**, that pursuant to their request, the Central Niagara Catholic Family is hereby granted permission to conduct a Eucharistic Procession in the City of Lockport on Sunday, June 2, 2024, starting at 12:30 p.m., subject to approval of the parade route by the Police Chief and issuance of a parade permit by the City Clerk and be it further

**Resolved**, that the Director of Highways, Parks and Water Distribution be and the same is hereby authorized and directed to arrange for the delivery of barricades to the area prior to the event.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**021424.8**

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

**Resolved**, that pursuant to their request, permission is hereby granted to Niagara Region Disc Golf to conduct a Tournament at Outwater Memorial Park on May 15, 2024 and August 21, 2024, from 4 pm until 8 pm, and be it further

**Resolved** that said permission is subject to Niagara Region Disc Golf filing a certificate of insurance with the City Clerk naming the City of Lockport as additionally insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**021424.9**

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

**Resolved**, that pursuant to their request, permission is hereby granted to Western New York Disc Golf Club to conduct a Tournament at Outwater Memorial Park on April 20, 2024, from 8 am until 5 pm, and be it further

**Resolved** that said permission is subject to Western New York Disc Golf Club filing a certificate of insurance with the City Clerk naming the City of Lockport as additionally insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**021424.10**

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

**Resolved**, that pursuant to their request, Lock City Circus is hereby granted permission to use city bleachers for the Lock City Circus charity performance to be held March 8 and 9, 2024, at the Kenan Center Arena. Said permission is subject to Lock City Circus filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured, and be it further

**Resolved**, that the Director of Highways Parks and Water Distribution is hereby authorized and directed to arrange for delivery of the bleachers.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**021424.11** Being Prepared.

**021424.12** Being Prepared.

**021424.13**

**ADJOURNMENT**

At \_\_\_\_\_ P.M. Alderman Fogle moved the Common Council be adjourned until 6:00 P.M., Wednesday February 28<sup>th</sup>, 2024.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

SARAH K. LANZO  
City Clerk

I HEREBY CERTIFY that the persons named  
in this payroll are employed solely in and have  
actually performed the duties of positions and  
employments indicated for the period ending  
1/18/24, PAID on date 1/25/24  
is approved at dollars \$ 589,909.54  
*Civil Service Mary Pat Gilbert*

## Pay Day Register

Pay Date Range 01/05/24 - 01/18/24

Pay Batch 01/25/24

Pay Batch 01/25/24 Total

Employees in Pay Batch 222

Female Employees in Pay Batch 53

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
207A Disability - 207A Disability	160.0000	1,790.00	Gross	589,909.54	Health Ins 298 Class 2 Family	24,449.13
ALWP - Administrative Leave with	20.0000	449.06	Imputed Income		Health Ins 298 Class 2 Single	10,089.20
BERV - Bereavement	44.0000	937.85	Federal	68,166.90	Health Ins 298 Class 3 Family	91,422.83
CMPE 1.0 - Comp Earned @ 1.0	6,552.7500	.00	FICA	35,870.07	Health Ins 298 Class 3 Single	8,303.46
CMPE 1.5 - Comp Earned @ 1.5	3.2500	.00	Medicare	8,388.74	Health Ins 298 Class 4 Family	6,483.45
CMPL - Comp Lost	101.0000	.00	New York State	28,249.87	Health Ins 298 Class 4 Single	1,628.80
CMPU - Comp Time Used	364.7500	9,834.52	457 % Deduction	6,871.10	HRA 298 Class 3 Family	25,012.40
EDAY - Extra Day	184.0000	6,054.43	457 Flat Dollar Deduction	11,359.62	HRA 298 Class 4 Family	1,742.97
FHDB - Floating Holiday Buy Out	568.0000	22,866.98	AFLAC POSTTAX	275.45	HRA 298 Class 4 Single	616.87
FHDE - Floating Holiday Earned	8,320.0000	.00	AFLAC PRETAX	470.80	HRA Family Flat	48,400.00
FHDL - Floating Holiday Lost	243.0000	.00	ALLSTATE POSTTAX	735.28	HRA Single \$250 Flat	9,850.00
FHDU - Floating Holiday Used	372.0000	10,365.52	ALLSTATE PRETAX	583.38	Total	\$227,999.11
FLSA - FLSA	.0000	503.67	Child Support	421.00		
FMLS - FMLA Sick Used	112.0000	4,637.44	Child Support - Maine	202.00	Employer Taxes	Gross Base
HOL - Holiday	741.0000	18,981.48	COLONIAL LIFE POSTTAX	55.40	FICA	35,870.07
HOLIDAYPT - Holiday - Part Time	7.0000	153.59	Firefighter Life Ins	101.67	Medicare	8,388.74
MILI - Military Time	16.0000	658.10	FSA PRETAX	679.68	Total	\$44,258.81
OOT - Out of Title	484.5000	18,351.17	Health Ins 298 Class 2 Family	1,776.72		
OOT OT 1.5 - Out of Title OT at	106.5000	4,473.76	Health Ins 298 Class 2 Single	1,014.61	Workers' Comp	Gross Base
OOT OT SHIFT 10% - OOT OT	16.0000	564.74	Health Ins 298 Class 3 Family	1,994.36	Workers Compensation - General	23,450.88
OT 1.0 - Overtime at Straight 1.0	42.0000	1,259.28	Health Ins 298 Class 3 Single	653.10	Workers Compensation - Sewer	2,420.75
OT 1.5 - Overtime @ 1.5	1,562.0000	64,466.32	Health Ins 298 Class 4 Family	720.39	Workers Compensation - Water	2,102.40
OT 1.5 SHIFT 10% - OT @ 1.5	38.0000	1,509.82	Health Ins 298 Class 4 Single	201.30	Workers Compensation 50%	630.40
OT 1.5 SHIFT 15% - OT @ 1.5	16.0000	675.21	L&M LIFE	24.68	Total	\$28,604.43
PRSE - Personal Earned	2,808.5000	.00	NEW YORK LIFE	309.30		
PRSL - Personal Lost	62.5000	.00	PRINCIPAL DENTAL	1,175.37	Direct Deposits	Amount
PRSU - Personal Used	284.5000	9,005.06	PRINCIPAL VISION	217.67	Armed Forces Bank	2,460.86
REG - Regular	11,823.5000	361,464.07	RET ERS LOANS	1,718.55	Bank of Akron	2,310.64
REG PT - Regular Part Time	259.0000	7,336.25	RET ERS POST-TAX SCP	19.28	Bank of America	4,037.92
REG SHIFT 10% - Regular Shift	160.0000	4,362.99	RET PF LOANS	60.00	BANK OF AMERICA (2)	1,426.81
REG SHIFT 15% - Regular Shift	208.0000	5,831.32	RET PF PRE-TAX SCP	23.70	BANK OF AMERICA (4)	1,174.66
RET REF1 - Ret Refund Contrib &	.0000	57.65	Retire ERS Tier 6 <= \$100,000	354.52	BANK OF AMERICA (6)	1,180.83
RETRO - Retroactive Pay	.0000	69.88	Retire ERS Tier 6 <= \$45,000	1,847.94	Bank on Buffalo	2,789.05
RGS - Regular - Salary	70.0000	.00	Retire ERS Tier 6 <= \$45,000 OT	451.67	Chase	2,244.94
SAL - Salary	.0000	3,806.51	Retire ERS Tier 6 <= \$55,000	889.52	Chase Bank	1,309.09
SAL PT - Salary Part Time	.0000	1,865.37	Retire ERS Tier 6 <= \$55,000 OT	127.48	Chime	250.00
SCKE - Sick Earned	20.0000	.00	Retire ERS Tier 6 <= \$75,000	603.24	Citizens Bank	16,446.31
SCKL - Sick Lost	157.5000	.00	Retire PFRS <= \$55,000	1,772.72	Cornerstone Comm FCU	127,983.07
SCKU - Sick Used	547.2500	16,667.66	Retire PFRS Tier 6 <= \$100,000	1,143.60	Discover Bank	400.00



## City of Lockport

Ath:  
Emily

I HEREBY CERTIFY that the persons named  
in this payroll are employed solely in and have  
actually performed the duties of positions and  
employment indicated for the period ending  
2/01/24, PAID on date 2/8/24  
is approved at dollars, \$ 542,172.15  
Civil Service Mary Pat Gilbert

## Pay Day Register

Pay Date Range 01/19/24 - 02/01/24

Pay Batch 02/08/24

Pay Batch 02/08/24 Total

Employees in Pay Batch 223

Female Employees in Pay Batch 53

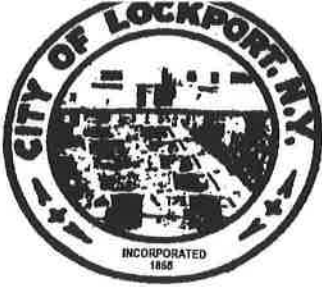
Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
207A Disability - 207A Disability	160.0000	1,790.00	Gross	542,172.15	Health Ins 298 Class 2 Family	25,525.92 .00
BERV - Bereavement	44.0000	1,010.29	Imputed Income		Health Ins 298 Class 2 Single	9,380.85 .00
CMPE 1.0 - Comp Earned @ 1.0	281.6250	.00	Federal	60,981.40	Health Ins 298 Class 3 Family	91,422.83 .00
CMPU - Comp Time Used	177.7500	5,873.26	FICA	32,918.97	Health Ins 298 Class 3 Single	8,303.46 .00
COVID - CORONA VIRUS HOUR	40.0000	1,063.50	Medicare	7,698.66	Health Ins 298 Class 4 Family	6,483.45 .00
EDAY - Extra Day	160.0000	6,046.74	New York State	25,631.28	Health Ins 298 Class 4 Single	1,628.80 .00
FHDE - Floating Holiday Earned	536.3400	.00	457 % Deduction	6,277.96	Total	\$142,745.31
FHDL - Floating Holiday Lost	(8.0000)	.00	457 Flat Dollar Deduction	11,409.62		
FHDL - Floating Holiday Used	340.0000	10,674.86	AFLAC POSTTAX	275.45	Employer Taxes	Gross Base
FLSA - FLSA	.0000	319.54	AFLAC PRETAX	470.80	FICA	32,918.97 530,949.76
FMLS - FMLA Sick Used	48.0000	2,275.20	ALLSTATE POSTTAX	720.74	Medicare	7,698.66 530,949.76
HOL - Holiday	.0000	4.38	ALLSTATE PRETAX	569.98	Total	\$40,617.63
LONG - Longevity Payment	.0000	3,700.00	Child Support	421.00		
MILI - Military Time	8.0000	269.53	Child Support - Maine	202.00	Workers' Comp	Gross Base
OOT - Out of Title	535.0000	21,098.95	COLONIAL LIFE POSTTAX	55.40	Workers Compensation - General	23,829.12 427,934.86
OOT OT 1.5 - Out of Title OT at	76.0000	3,156.62	FSA PRETAX	699.68	Workers Compensation - Sewer	2,420.75 45,474.38
OT 1.0 - Overtime at Straight 1.0	47.5000	1,489.39	Health Ins 298 Class 2 Family	1,776.72	Workers Compensation - Water	2,207.52 44,553.18
OT 1.5 - Overtime @ 1.5	748.7500	31,554.63	Health Ins 298 Class 2 Single	957.18	Workers Compensation 50%	630.40 9,047.13
OT 1.5 SHIFT 10% - OT @ 1.5	48.0000	1,759.83	Health Ins 298 Class 3 Family	1,994.36	Total	\$29,087.79
OT 1.5 SHIFT 15% - OT @ 1.5	8.0000	304.14	Health Ins 298 Class 3 Single	653.10		
PRSU - Personal Used	315.5000	9,518.08	Health Ins 298 Class 4 Family	720.39	Direct Deposits	Amount
REG - Regular	12,431.2500	378,319.85	Health Ins 298 Class 4 Single	201.30	Armed Forces Bank	1,204.26
REG PT - Regular Part Time	297.5000	9,690.67	L&M LIFE	24.68	Bank of Akron	2,332.31
REG SHIFT 10% - Regular Shift	160.0000	4,416.33	NEW YORK LIFE	309.30	Bank of America	3,885.87
REG SHIFT 15% - Regular Shift	344.0000	9,287.24	Pearl Insurance through CSEA	220.14	BANK OF AMERICA (2)	1,426.81
RETRO - Retroactive Pay	.0000	9.52	PRINCIPAL DENTAL	1,153.19	BANK OF AMERICA (4)	1,154.41
RGS - Regular - Salary	70.0000	.00	PRINCIPAL VISION	211.99	BANK OF AMERICA (6)	1,075.89
SAL - Salary	.0000	3,806.51	RET ERS LOANS	1,718.55	Bank on Buffalo	2,724.41
SAL PT - Salary Part Time	.0000	1,865.37	RET ERS POST-TAX SCP	19.28	Chase	2,244.95
SCKE - Sick Earned	2,000.5000	.00	RET PF LOANS	60.00	Chase Bank	1,748.60
SCKU - Sick Used	839.5000	22,873.98	RET PF PRE-TAX SCP	23.70	Chime	860.53
STIP - Stipend	.0000	192.31	Retire ERS Tier 6 <= \$100,000	354.52	Citizens Bank	11,847.24
VACE - Vacation Earned	142.1685	.00	Retire ERS Tier 6 <= \$45,000	1,831.50	Cornerstone Comm FCU	116,990.17
VACU - Vacation Used	404.0000	9,801.43	Retire ERS Tier 6 <= \$45,000 OT	317.35	Discover Bank	400.00
Total	20,255.3835	\$542,172.15	Retire ERS Tier 6 <= \$55,000	878.65	Evans Bank	3,067.61
			Retire ERS Tier 6 <= \$55,000 OT	107.37	Financial Trust FCU	100.00
			Retire ERS Tier 6 <= \$75,000	620.07	Five Star Bank	925.01
			Retire PFRS <= \$55,000	1,729.97	Kenmore Teachers FCU	200.00
			Retire PFRS Tier 6 <= \$100,000	1,138.17	Key Bank	28,153.12

# Employee Anniversary Report

## February

Employee	Primary Department	Date	Years
1114 Palumbo, Anthony J	Police Department	02/06/1995	29
1078 Cinelli, Thomas A	Fire Department	02/17/1997	27
1098 Keleher, James B	Fire Department	02/17/1997	27
1189 Browning, Shirley	Waste Water Department	02/03/2003	21
1107 Mapes, Travis A	Police Department	02/10/2003	21
1037 Szymanski, Randy S <i>Municipal Worker</i>	Public Works	02/06/2004	20
1043 Stadlmeir, Joshua	Public Works	02/21/2007	17
1044 Walker, Christopher J	Water Administration	02/23/2007	17
1079 Devine, Matthew M	Fire Department	02/11/2008	16
1084 Galanis, Michael P	Fire Department	02/11/2008	16
1103 Loucks, Timothy M	Fire Department	02/11/2008	16
1225 Jones, William E	Police Department	02/28/2011	13
1057 Andes, Wade M	Public Works	02/03/2017	7
1086 Gowanlock, Richard T	Fire Department	02/13/2017	7
1105 Lundquist, Timothy C	Fire Department	02/13/2017	7
1139 Turton, Adam M	Fire Department	02/13/2017	7
1147 Wolck, Joshua R	Fire Department	02/13/2017	7
1167 Burrano, Lisa A	City Treasurer	02/28/2017	7
1065 Davis, Mark P JR	Fire Department	02/02/2018	6
1075 Burke, Peter J	Fire Department	02/12/2018	6
1096 Kaszuba, Nicholas V	Fire Department	02/12/2018	6
1109 Messer, John W	Fire Department	02/12/2018	6
1144 Webster, Corey P	Fire Department	02/12/2018	6
1074 Burdick, Patricia A	Police Department	02/23/2018	6
1223 Kalbflesh, Nicholas P <i>Fire Lieutenant</i>	Fire Department	02/11/2019	5
1222 Licata, Paul D <i>fire fighter</i>	Fire Department	02/11/2019	5
1221 Pytlik, James P <i>Fire Lieutenant</i>	Fire Department	02/11/2019	5
1320 Weber, Eric S	Fire Department	02/10/2020	4
1428 Higgins, John F II	Police Department	02/23/2021	3
1473 Allen, Jeremy E	Fire Department	02/14/2022	2
1472 DiCarlo, Nicholas L	Fire Department	02/14/2022	2
1468 Evans, Connor T	Fire Department	02/14/2022	2
1471 Fisher, Sean MJ	Fire Department	02/14/2022	2
1470 Hildebrant, Randall C JR	Fire Department	02/14/2022	2
1474 Smith, Ian T	Police Department	02/14/2022	2
1469 Sukdolak, Baxter C	Fire Department	02/14/2022	2
1513 Bair, Aaron J	Fire Department	02/06/2023	1
1512 Spark, Caleb M	Fire Department	02/06/2023	1
1575 Cacciatore, Alexis T	Water Distribution	02/02/2024	0
1576 Harris, Jacob D	Fire Department	02/07/2024	0

Total Employees 40



# Office of the Mayor

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

**John Lombardi III**  
**MAYOR**

**January 23, 2024**

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, John Lombardi III, Mayor of said city, do hereby reappoint Robert Bragg of 536 Willow Street, Lockport, New York 14094 to the Planning Board effective January 1<sup>st</sup> 2024.

Said term expires on December 31, 2026.

Witness my hand and the seal of the City of Lockport, New York this 23<sup>rd</sup> day of January 2024.

Respectfully,

John Lombardi III  
Mayor

JL/pht

Cc: Robert Bragg  
Jason Dool



# Office of the Mayor

LOCKPORT MUNICIPAL BUILDING  
One Locks Plaza  
Lockport, New York 14094  
Phone (716) 439-6665  
Fax (716) 439-6668

**John Lombardi III**  
**MAYOR**

*January 23, 2024*

To Common Council:

Under and by virtue of the authority conferred on me by the Charter of the City of Lockport, New York, I, John Lombardi III, Mayor of said city, do hereby appoint Terry Harmon of 57 Regent Street, Lockport, New York 14094 to the Planning Board to fill the unexpired term of Donald A Stevens.  
Said term expires on October 14, 2025.

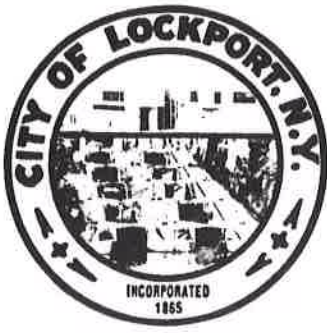
Witness my hand and the seal of the City of Lockport, New York this 23<sup>rd</sup> day of January 2024.

Respectfully,

John Lombardi III  
Mayor

JL/pht

Cc: Terry Harmon  
Jason Dool



## CITY OF LOCKPORT, NEW YORK

Lockport Municipal Building  
One Locks Plaza  
Lockport, NY 14094

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January 23, 2024

TO: Common Council

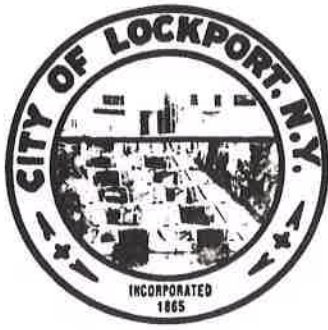
Under and by virtue of the authority conferred on me by the charter of the City of Lockport, New York, I, John Lombardi III, Mayor of said City, do hereby appoint Jennifer A. Diel to Sr Account Clerk, for the City of Lockport Building Inspection effective January 19, 2024.

Said appointment is provisional and subject to the City of Lockport Municipal Civil Service Rules and Regulations.

Witness by hand and the Seal of the City of Lockport this 23<sup>rd</sup> day of February 2024.

  
\_\_\_\_\_  
John Lombardi III  
Mayor

cc: J. Diel  
J. Dool  
City Clerk



## CITY OF LOCKPORT, NEW YORK

Lockport Municipal Building

One Locks Plaza

Lockport, NY 14094

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January 23, 2024

TO: Common Council

Under and by virtue of the authority conferred on me by the charter of the City of Lockport, New York, I, John Lombardi III, Mayor of said City, do hereby appoint Brittany A. Schuner to Sr Account Clerk, for the City of Lockport Treasurers office effective January 17, 2024.

Said appointment is provisional and subject to the City of Lockport Municipal Civil Service Rules and Regulations.

Witness by hand and the Seal of the City of Lockport this 23<sup>rd</sup> day of February 2024.

John Lombardi III  
Mayor

cc: B. Schuner  
S. Mawhiney  
City Clerk

**Standardized NOTICE FORM for Providing 30-Day Advance  
Notice to a Local Municipality or Community Board**1. Date Notice Sent: 1/26/24 1a. Delivered by: Certified Mail Return Receipt Requested

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

For premises outside the City of New York:☒ New Application ☐ Removal ☐ Class ChangeFor premises in the City of New York:☐ New Application ☐ New Application and Temporary Retail Permit ☐ Temporary Retail Permit☐ Class Change ☐ Method of Operation ☐ Corporate Change ☐ Renewal ☐ Alteration

For New and Temporary Retail Permit applicants, answer each question below using all information known to date

For Renewal applicants, answer all questions

For Alteration applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For Corporate Change applicants, attach a list of the current and proposed corporate principals

For Removal applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For Class Change applicants, attach a statement detailing your current license type and your proposed license type

For Method of Operation Change applicants, although not required, if you choose to submit, attach an explanation detailing those changes

**Please include all documents as noted above. Failure to do so may result in disapproval of the application.****This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:**3. Name of Municipality or Community Board: City of Lockport**Applicant/Licensee Information:**

4. Licensee Serial Number (if applicable): \_\_\_\_\_ Expiration Date (if applicable): \_\_\_\_\_

5. Applicant or Licensee Name: Big Ditch Brewing Company LLC

6. Trade Name (if any): \_\_\_\_\_

7. Street Address of Establishment: 1 East Avenue8. City, Town or Village: Lockport, NY Zip Code: 140949. Business Telephone Number of applicant/ Licensee: 716-854-505010. Business E-mail of Applicant/Licensee: matt.kahn@bigditchbrewing.com11. Type(s) of alcohol sold or to be sold: ☐ Beer & cider ☐ Wine, Beer & Cider ☒ Liquor, Wine, Beer & Cider12. Extent of Food Service: ☒ Full Food menu; full kitchen run by a chef/cook ☐ Menu meets legal minimum food requirements; food prep area required13. Type of Establishment: Resturant Brewer (full kitchen and full menu required)☐ Seasonal Establishment ☐ Juke Box ☐ Disc Jockey ☐ Recorded Music ☐ Karaoke14. Method of Operation: (check all that apply) ☒ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): Various types of live music, outdoors only☐ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel☐ Other (specify): \_\_\_\_\_15. Licensed Outdoor Area: ☐ None ☒ Patio or Deck ☐ Rooftop ☐ Garden/Grounds ☐ Freestanding Covered Structure  
(check all that apply) ☐ Sidewalk Cafe ☐ Other (specify): \_\_\_\_\_

16. List the floor(s) of the building that the establishment is located on: 1st and 2nd
17. List the room number(s) the establishment is located in within the building, if appropriate: N/A
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☒ Yes ☐ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☒ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:  

Name	Serial Number
------	---------------
21. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (if YES, SKIP 23-26) ☒ No

**Owner of the Building in Which the Licensed Establishment is Located**

22. Building Owner's Full Name: Iskalo 1 East Avenue LLC
23. Building Owner's Street Address: 5166 Main Street
24. City, Town or Village: Williamsville State: NY Zip Code: 14221
25. Business Telephone Number of Building Owner: 716-633-2096

**Representative or Attorney Representing the Applicant in Connection with the  
Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice**

26. Representative/Attorney's Full Name: Jennifer Tsyn c/o Bond, Schoeneck & King
27. Representative/Attorney's Street Address: 22 Corporate Woods
28. City, Town or Village: Albany State: NY Zip Code: 12211
29. Business Telephone Number of Representative/Attorney: 518-533-3218
30. Business E-mail Address of Representative/Attorney: jtsyn@bsk.com

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Matthew Kahn Title: President

Principal Signature: \_\_\_\_\_





Michael Barclay  
171 Irving Street  
Lockport, New York 14094  
Michael.barclay171@gmail.com  
(716) 572-4018

January 24, 2024

Lockport City Clerk  
One Locks Plaza  
Lockport, New York 14094

RECEIVED

JAN 25 2023

CITY CLERK OFFICE

Subject: Urgent Request for Tree Removal - 171 Irving St, 14094

Dear City Clerk,

I trust this letter finds you well. My name is Michael Barclay, residing at 171 Irving St, with ZIP code 14094. I am writing to bring to your immediate attention a matter concerning a tree located between my property and that of my neighbor at 165 Irving St, 14094.

The tree has become a significant source of concern due to multiple issues:

1. Sidewalk and Driveway Damage: The tree's roots are causing severe damage to the sidewalk and driveways of both 171 Irving St and 165 Irving St, presenting a tripping hazard and impacting the usability of the driveways.
2. Safety Concerns: The tree has numerous old and dead branches, posing a safety risk to residents and passersby. In the past, limbs have fallen and damaged power lines, resulting in structural damage to my property.

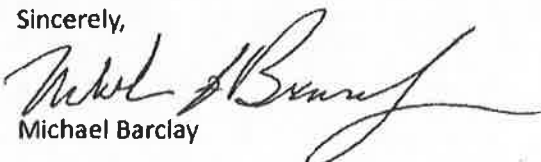
Considering the potential risks associated with the tree, I am requesting its removal to prevent any future accidents or property damage. I am putting the city on notice regarding these issues to ensure that appropriate action is taken promptly.

I understand the importance of maintaining a healthy urban canopy, but the current condition of this tree necessitates its removal to safeguard public safety and prevent further property damage.

I am prepared to cooperate fully with any necessary procedures, inspections, or assessments required for the tree removal process. Please advise on the appropriate steps to initiate this request and provide a timeline for the resolution of this matter.

Thank you for your prompt attention to this urgent matter. I appreciate your commitment to the safety and well-being of our community.

Sincerely,

  
Michael Barclay

**FW: [EXTERNAL] City tree in front if my house..**

---

**From :** Info@lockportny.gov

Tue, Jan 16, 2024 10:36 AM

**Subject :** FW: [EXTERNAL] City tree in front if my house..

**To :** 'Jennifer Wochna' <jwochna@lockportny.gov>

Jenn,

*Please make sure that this is on the list.*

*Thank you,*

*Sarah*

263 Pine Street

**From:** handsandstrom <handsandstrom@gmail.com>

**Sent:** Saturday, January 13, 2024 1:00 PM

**To:** info@lockportny.gov

**Subject:** [EXTERNAL] City tree in front if my house..

Hello..this is the 3rd time I've sent you a email regarding the city own tree in front of my house....I had a tree surgeon come out to see what it would cost to remove it and he said he couldn't touch it because it's city owned.I asked him to inspect it and he told me it's in bad shape and it should be removed it's gotta be 50 to 60 ft high..I'm Very,VERY concerned about it hitting my house..That said I contacted a attorney and he said if I have reported it to the City and damages happen to my house the City is responsible..the house is at 263 pine st Lockport ny..I need it taken care of asap..I contacted the City 2 times and Highways & Parks 2 times..please let me know what you plan on doing before this tree falls on my house...Hardy Sandstrom

Sent via the Samsung Galaxy A32 5G, an AT&T 5G smartphone

---

RECEIVED

JAN 16 2023

CITY CLERK OFFICE

# Complaint

Untitled

To The City Of Lockport, Ny (Notice Of Defect) 9/26/2018

I am requesting that the large tree in the front of my Home at 194 Church St be taken down. It is on the books for being trimmed. There are a lot of dead limbs on this tree & it Must be taken Down. We have had sections break off hit my powerline to my house and rip the line off my home, during a wind storm. Also the sap coming off this tree is discolouring my roof, turning it black. Enough is Enough. I want it down, not trimmed.

Also, the other tree next to my driveway and fence needs to be trimmed from limbs underneath. These limbs are too low over my driveway, therefore, I can not back my Motorhome into my driveway. If I did, the roof, A/C units, vents etc, would be damaged or torn off the motorhomes roof. I need this trimmed ASAP, so I can get into my driveway.

Garth Wilson  
194 Church St  
Lockport, NY 14094

433-0952  
998-3508 (cell)

RECEIVED

SEP 26 2018

CITY CLERK OFFICE



RECEIVED

JAN 29 2024

CITY CLERK OFFICE  
copy handed to  
mayor .  
Lombardi

complaint

TO: CITY OF LOCKPORT

1/26/2024

FROM: NELSON J. HUGHES JR/ 65 MAPLE STREET

LOCKPORT NY

SUBJECT: FALLING BRANCH FROM TREE ON PRICE STREET

THIS TREE WHICH IS LOCATED ON PRICE STREET NEXT TO MY DRIVEWAY HAS IN THE PAST HAD BRANCHES FALL OFF AND DAMAGED TWO OF MY VEHICLES, THIS MORNING UPON RETURNING FROM ERRORS, NOTICE THAT A BRANCH HAD FALLEN DOWN AND BLOCKED MY DRIVEWAY, I HAD TO REMOVE THE BRANCH BEFORE I COULD GET INTO MY DRIVEWAY.

I FEEL THAT THIS TREE NEEDS TO BE EITHER REMOVED OR THE DEAD BRANCH TRIMMED, IF ANY OF MY VEHICLES WERE IN THE DRIVEWAY THEY COULD HAVE BEEN DAMAGED, OR IF A PERSON WAS WALKING DOWN THE SIDEWALK, WOULD HAVE BEEN INJURED, THIS SITUATION NEEDS TO BE ADDRESS BEFORE SOMEONE OR SOMETHING IS HARMED OR DAMAGED.

RECEIVED

THANK YOU

JAN 26 2024

NELSON J. HUGHES JR

CITY CLERK OFFICE

65 MAPLE STREET, LOCKPORT NY.

claim  
\$547.97

January 26, 2024

To Whom it may concern:

The morning of January 26, 2024 I was heading to work driving up Spring street and upon reaching the other side of the tunnel bridge heading up the hill my passenger side rear tire hit something in the road and blew out my tire, put a huge gash in the sidewall, and cracked a piece off my rim. I had to call my husband Brian to come and pick me up and drive me to work. Upon my husband returning to Spring street to assess my car he saw the sewer/cover in the road. He attempted to replace the cover over the hole however it blew off again. Brian called the Police so no one else would hit it as I did. The police filed a report to have it fixed. The Report number is 24LPO1028. See attached pictures.

Carolyn Erick  
716-579-3017  
323 N. Adam St  
Lockport NY, 14094

bacjericks@verizon.net

RECEIVED

JAN 26 2024

CITY CLERK OFFICE

claim

\$579.96

January 26, 2024

RECEIVED

JAN 29 2024

CITY CLERK OFFICE

TO: Mayor John Lombardi and Director of Engineering

I am writing to inform the City of Lockport that my vehicle a 2018 Jeep Grand Cherokee was parked in my driveway located at 125 Irving St. Lockport N.Y. and was damaged by dead tree branches falling from the tree located in the City Right of way located in front of my residence at 125 Irving St. Lockport N.Y.

On January 09, 2024 at approximately 3:30pm a large tree branch broke off the tree located in the City Right of Way in front of my residence at 125 Irving St. Lockport N.Y. and broke the passenger side rear tail light of my vehicle a 2018 Jeep Grand Cherokee that was parked in the driveway of my residence. I have enclosed photos of damage and a copy of the bill for a total of \$579.96 in damages to my vehicle and would like to be reimbursed for damage to my Vehicle.

I would also like to add, that I informed the City of Lockport in writing, the danger of these trees back in July of 2013. I am still as of this date January 26, 2024 very concerned of the dangers of these trees. Every year since 2013 large branches break off and land in our yard and are often impaled into the ground. There are still many areas near the tops of the trees that have dead branches and are very dangerous if they break and could seriously injure or kill someone if they are walking by the house. I also observed that over the summer of 2023 that a tree cutting service came down Irving St. and were trimming the trees on the south side of the street where the power lines run. They trimmed the south side of the street but neglected to trim the large dead branches that overhang the power lines that cross Irving St and connect to the houses. My powerline and phone and cable lines have been ripped off my house 3 times since I have lived at 125 Irving St. There are still many dead branches on these trees and its just a matter of time before they break off and cause damage or possibly injury or death to a person. I ask that the City of Lockport address this problem and trim the overgrown trees or cut them down.

Sincerely,



Paul Zapp and Margaret Wysochanski

City of Lockport - Resolution Request Form

Agenda Description: Shamus - St. Patricks Day

Presented By: John Craig

Date Submitted: 01/18/2024

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Highways and Parks  
Engineering  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

Summary of Resolution:

Request for Shamus Restaurant, Saturday, March 16, 2024 hold annual St. Patrick's Day Event.

Explanation of Attachments:

Resolved, that pursuant to their request, the Shamus Restaurant, is hereby granted permission to conduct their annual St. Patrick's Day Event on Saturday, March 16, 2024 from 12pm until 9pm, and be it further  
Resolved, that permission is hereby granted to barricade Hawley Street from Genesee Street to West Avenue on Saturday, March 16th for said event, and be it further  
Resolved, that permission is hereby granted to allow live music, vendors, food and alcoholic beverages during said event, and be it further  
Resolved, that permission to erect tents is subject to obtaining necessary permits from the City of Lockport Building Inspection, and be it further  
Resolved, that said permission is subject to The Shamus Restaurant filing a certificate of insurance with the City Clerk naming the City of Lockport as additional insured and be it further  
Resolved, that the Director of Highways, Parks and Water Distribution is hereby authorized and directed to arrange for delivery of barricades, traffic cones, and street closed signs to the area prior to the event.

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

Clerk/Legal/Finance Approval:

Notes:

waiting on Letter and COI from Shamus

Name:

Date of Approval:

**cityclerk@lockportny.gov**

---

**From:** 1st Ward <ward1@lockportny.gov>  
**Sent:** Thursday, January 18, 2024 3:35 PM  
**To:** cityclerk@lockportny.gov  
**Subject:** Re: Meeting Notice - Week Beginning Monday, January 22nd

Hi Sarah

Thanks for sharing the resolution details. I need to set up one for The Shamus Restaurant on Saturday, March 16, 2024 to close off the side street for their annual St. Patrick's Day celebration event.

I'll assemble the paperwork and you can help me with any edits that I may need. Thank you

John Craig

Get [Outlook for iOS](#)

---

**From:** cityclerk@lockportny.gov <cityclerk@lockportny.gov>  
**Sent:** Thursday, January 18, 2024 10:57 AM  
**To:** cityclerk@lockportny.gov <cityclerk@lockportny.gov>  
**Subject:** Meeting Notice - Week Beginning Monday, January 22nd

*Media,*

*The following meetings will take place at One Locks Plaza during the week beginning January 22<sup>nd</sup> –*

<i>Monday, January 22<sup>nd</sup></i>	<i>3 PM</i>	<i>Traffic Advisory Committee</i>
<i>Tuesday, January 23<sup>rd</sup></i>	<i>4:30 PM</i>	<i>Zoning Board</i>
<i>Wednesday, January 24<sup>th</sup></i>	<i>5 PM</i>	<i>Finance Meeting</i>
	<i>5:30 PM</i>	<i>COTW</i>
	<i>6 PM</i>	<i>Common Council</i>

*Please note, One Locks Plaza is closed:  
Monday, February 19<sup>th</sup> in observation of Presidents Day*



## Deputy City Clerk

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**From:** cityclerk@lockportny.gov  
**Sent:** Tuesday, January 23, 2024 9:27 AM  
**To:** Emily Stoddard  
**Subject:** FW: [EXTERNAL] Street closing

---

**From:** Ann Murphy <info@shamuslockport.com>  
**Sent:** Monday, January 22, 2024 4:09 PM  
**To:** info@lockportny.gov; cityclerk@lockportny.gov  
**Subject:** [EXTERNAL] Street closing

Hi Sarah,  
Mayor Lombardi requested that I should speak to you this morning. I left you a few messages today in regards to closing Hawley St. on Saturday, March 16, 2024 for the Shamus St. Patrick's Day Party. The party is from 12pm-8pm. We will have a tent in the large Shamus parking lot or small lot with beer, wine, and non-alcoholic drinks, music & fundraisers. Shamus will provide the city with a certificate of insurance.  
Please let me know what else I need to provide.

Thank you,  
Ann

**Ann Murphy**  
Owner/Manager  
[www.shamuslockport.com](http://www.shamuslockport.com)  
716.433.9809





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/23/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Emerling, Floss, Murphy & Associates, LLC. 9092 Main Street  Clarence NY 14031		<b>CONTACT NAME:</b> Kyle Tyrpak <b>PHONE (A/C, No, Ext):</b> (716) 221-0359 <b>FAX (A/C, No):</b> (716) 631-0198 <b>E-MAIL ADDRESS:</b> ktyrpak@emsinsurance.com	
<b>INSURED</b> 98 West Avenue Inc., dba Shamus Restaurant 98 West Avenue Lockport NY 14094		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Erie Insurance Co. <b>INSURER B:</b> Citizens Ins Co Of America <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 26263 31534	

**COVERAGES****CERTIFICATE NUMBER:** CL2412314082**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability	Y		Q97-2428279	01/01/2024	01/01/2025	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 2,000,000						
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 4,000,000	
						PRODUCTS - COMP/OP AGG \$ 4,000,000	
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			Q97-2428279	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
						Hired Auto Liability \$ 2,000,000	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED RETENTION \$						\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WBSD766585	01/01/2024	01/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 1,000,000						
	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000						
	E.L. DISEASE - POLICY LIMIT \$ 1,000,000						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

St Patrick's Day Party - Saturday March 16th, 2024

The City of Lockport is additional insured as required by written contract with regard to above referenced event.

**CERTIFICATE HOLDER****CANCELLATION**City of Lockport, New York  
Lockport Municipal Building  
One Locks Plaza  
Lockport NY 14094

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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6

## City of Lockport - Resolution Request Form

Agenda Description: Juneteenth Celebration Parade

Presented By: Kathryn Fogle

Date Submitted: 01/18/2024

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Highways and Parks  
Engineering  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

**Summary of Resolution:**

Looking to block off associated streets along the parade route -  
\* Washburn/Locust from Walnut to Lincoln Avenue at Lockport High School

First Annual Juneteenth Celebration - hosted by Paula Travis and the "Juneteenth Celebration Committee"

Saturday, June 22nd - beginning at noon (12 pm)

**Explanation of Attachments:**

Resolved, that pursuant to their request, the Juneteenth Celebration Committee is hereby granted permission to conduct a Juneteenth Parade in the City of Lockport on Saturday, June 22nd at 12 p.m. subject to approval of the parade route by the Police Chief and issuance of a parade permit by the City Clerk.

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

**Clerk/Legal/Finance Approval:**

**Notes:**

**Name:**

**Date of Approval:**

## City of Lockport - Resolution Request Form

Agenda Description: **Juneteenth Celebration Parade**

Presented By: **Kathryn Fogle**

Date Submitted:

1/18/24

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Highways and Parks  
Engineering  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

### Summary of Resolution:

Looking to block of associated streets along Washburn/Locust from Walnut to Lincoln Ave to the High School

1st Annual Juneteenth Celebration Hosted by Paula Travis and committee

Saturday  
June 22nd

(starting @  
\* times 12 - noon)

### Explanation of Attachments:

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

Clerk/Legal/Finance Approval:

Notes:

Name:

Date of Approval:

**PROPOSAL**  
**For a**  
**EUCHARISTIC PROCESSION**

**for the**  
**Central Niagara Catholic Family**

**Sponsored**  
**by the**  
**Lockport Knights of Columbus Council # 319**  
**All Saints Holy Name Society - Lockport NY**  
**All Saints Parish - Lockport NY**  
**St. Brendan's Parish - Newfane NY**  
**St. John's Parish - Lockport NY**  
**Immaculate Conception Parish - Ransomville NY**

**1/22/2024**

**Proposed Date:** Sunday, June 2, 2024

Feast

of the

**MOST HOLY BODY AND BLOOD OF CHRIST**

**(Corpus Christi)**

**Time:** 12:30pm - 3:00pm

**Where:** Start at Saint John the Baptist Roman Catholic Church down Main Street to Church Street, with a stop at the Lockport Municiple Building, then to All Saints Roman Catholic Church. (see attached map)

**Rational:** a.) "The procession with the Blessed Sacrament reminds us that we are called to go out and bring Jesus to others. To go out with enthusiasm, bringing Christ to those we meet in our daily lives." Pope Francis, Homily on the Solemnity of the Most Holy Body and Blood of Christ, June 6, 2021.

b.) The parish family that undertakes a Eucharistic Procession has made the decision to publicly proclaim its belief in Jesus' True Presence in the Eucharistic.

Search

Save to PDF

Directions

Washington Co.

Lock

Grand Street

78

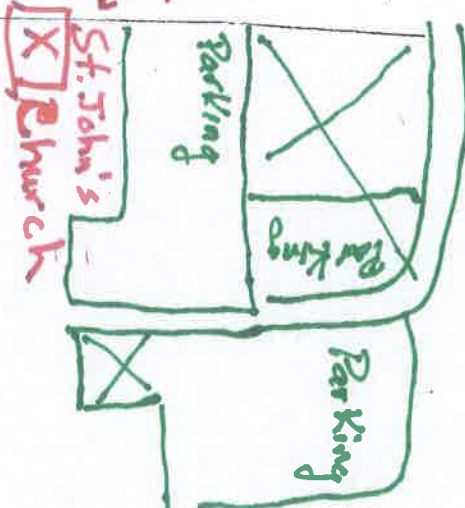
Gooding Street

Clinton

Upson Park

Market Street

Ann Street



Union Street  
Blockade

Charles Street  
Parking

Wakeman  
Parking

31

Lockport Public Library

Denevaux Court

Walnut Street

Works Place

Elm Street

Lockport

Pine Street

78

Steamworks Coffee

Church Street

Church Alley

Finley's  
St. Patrick's Church

Lock Street

North Transit St.

78

City Hall

Market Street

c.) As Pope, St. John Paul II states, "No believer in Christ, no institution of the Church can avoid this supreme duty: to proclaim Christ to all peoples."

d.) The parishes of the Central Niagara Catholic Family has the opportunity to invite the broader community of the Lockport area to ask questions about the Eucharist and encounter Christ as the Blessed Sacrament is brought to them directly on the streets of Lockport, NY.

e.) In today's culture, where so many are indifferent or even hostile to religion in general and Christianity in particular, it is the witness of our faith that can build trust and rouse curiosity among members of our Lockport community who on their own might not approach us with question about our Catholic Faith. As in 1<sup>st</sup> Peter 3:15-16, "we should be ready to give an explanation to anyone who asks you for the reason of your hope, but do it with gentleness and reverence."

1/22/2024 - Daniel Rawlings, Chairman of the Eucharistic Procession

Ph# 716-433-3450; email: [rawlingsdd@roadrunner.com](mailto:rawlingsdd@roadrunner.com)

Joseph Fotia, Co-Chairman - email: [JosephFotia63@Verizon.net](mailto:JosephFotia63@Verizon.net)

Fr. Matt Nycz, CNCF Family Moderator

PH# 716-433-8118 ext 103; email [office@cncfwny.org](mailto:office@cncfwny.org)



**Deputy City Clerk**

---

**From:** cityclerk@lockportny.gov  
**Sent:** Friday, January 26, 2024 4:00 PM  
**To:** Emily Stoddard  
**Subject:** Eucharistic procession

**Agenda – Central Niagara Catholic Family – Eucharistic Procession**

**021424.X**

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

Resolved, that pursuant to their request, the Central Niagara Catholic Family is hereby granted permission to conduct a Eucharistic Procession in the City of Lockport on Sunday, June 2, 2024, starting at 12:30 p.m., subject to approval of the parade route by the Police Chief and issuance of a parade permit by the City Clerk and be it further

Resolved, that the Director of Highways, Parks and Water Distribution be and the same is hereby authorized and directed to arrange for the delivery of barricades to the area prior to the event.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_.



Sarah K. Lanzo  
City Clerk  
Phone: (716) 439-6674  
Fax: (716) 439-6702  
cityclerk@lockportny.gov

**Deputy City Clerk**

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**From:** cityclerk@lockportny.gov  
**Sent:** Tuesday, January 30, 2024 11:11 AM  
**To:** Emily Stoddard  
**Subject:** RE: [EXTERNAL] NRDG League (Niagara Region Disc Golf)

Agenda: Grant permission to Niagara Region Disc Golf for event on 5/15 and 8/21

Minutes:

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

Resolved, that pursuant to their request, permission is hereby granted to Niagara Region Disc Golf to conduct a Tournament at Outwater Memorial Park on May 15, 2024 and August 21, 2024, from 4 pm until 8 pm, and be it further

Resolved that said permission is subject to Niagara Region Disc Golf filing a certificate of insurance with the City Clerk naming the City of Lockport as additionally insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

**From:** James Carman <jamescarman1985@gmail.com>

**Sent:** Monday, January 29, 2024 7:29 PM

**To:** cityclerk@lockportny.gov

**Subject:** Re: [EXTERNAL] NRDG League

1. *Who - Niagara Region Disc Golf*
2. *When - 5/15/24 & 8/21/24 approximately 4-8pm*
3. *What - disc golf course*
4. *Where – Outwater Memorial*
5. *Why – disc golf league*
6. *We have insurance. Our renewal date is early April. Would you prefer I send along the current Col or wait until we renew for the year?*

On Fri, Jan 26, 2024 at 8:58 AM <cityclerk@lockportny.gov> wrote:

*Good Morning,*

*Thank you for your email. To make reservations we need to know the following:*

1. *Who - Name of the league*
2. *When - Dates of desired use and time*
3. *What - Specifics \*times, needs etc*

4. *Where – parks*

5. *Why – specifics of the request*

6. *Submission of Certificate of Insurance naming the City of Lockport as additional insured*

**From:** James Carman <[jamescarman1985@gmail.com](mailto:jamescarman1985@gmail.com)>

**Sent:** Thursday, January 25, 2024 8:18 PM

**To:** [cityclerk@lockportny.gov](mailto:cityclerk@lockportny.gov); [deputyclerk@lockportny.gov](mailto:deputyclerk@lockportny.gov)

**Subject:** [EXTERNAL] NRDG League

Good Evening,

I'm contacting with the intentions of our league running at the park on 5/15 and 8/21. Please let me know what will be required.

Thank you,

James Carman

315-380-5130



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/01/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> FL Dean Greg Napoli 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> 8007452409	<b>FAX (A/C, No):</b>
<b>INSURED</b> SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: <b>Niagara Region Disc Golf</b> 600 MADISON AVE STE 2001 NEW YORK, NY 10022-1676	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>NAIC #</b>	
	<b>INSURER A:</b> Great American Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES****CERTIFICATE NUMBER:** GAP110621**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<b>GENERAL LIABILITY</b>	X		PAC 4725034	05/01/2023 12:00 AM	05/01/2024 12:01 AM	EACH OCCURRENCE	\$1,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$10,000	
	<input checked="" type="checkbox"/> HOST LIQUOR LIABILITY INCLUDED						PERSONAL & ADV INJURY	\$1,000,000	
	<input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS						GENERAL AGGREGATE	\$2,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	\$2,000,000	
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC								
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)		
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)		
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)		
	<input type="checkbox"/> HIRED AUTO <input type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)		
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR						EACH OCCURRENCE		
	<b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE						AGGREGATE		
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>								
A	Professional Liability	X		PAC 4725034	05/01/2023 12:00 AM	05/01/2024 12:01 AM	EACH OCCURRENCE	\$1,000,000	
							AGGREGATE LIMIT	\$1,000,000	
A	Accident/Medical Coverage			BSR-E950475-00	05/01/2023 12:00 AM	05/01/2024 12:01 AM	AD&D	\$5,000	
							MAXIMUM MEDICAL DEDUCTIBLE	\$25,000 \$250	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Covered Activities: Disc Golf League Play

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

**Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage****CERTIFICATE HOLDER**City of Lockport  
1 Locks Plaza  
Lockport, NY 14094**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Francis L. Dean



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/02/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> FL Dean Greg Napoli 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> 8007452409	<b>FAX (A/C, No):</b>
<b>INSURED</b> SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: <b>Niagara Region Disc Golf</b> 600 MADISON AVE STE 2001 NEW YORK, NY 10022-1676	<b>E-MAIL ADDRESS:</b> Greg.Napoli@fdean.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Great American Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b> 16691		

**COVERAGES**      **CERTIFICATE NUMBER:** GAP110621      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		PAC 4725034	05/01/2023 12:00 AM	05/01/2024 12:01 AM	EACH OCCURRENCE	\$1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$300,000	
	MED EXP (Any one person)						\$10,000	
	PERSONAL & ADV INJURY						\$1,000,000	
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTO <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	
							AGGREGATE	
A	Professional Liability	X		PAC 4725034	05/01/2023 12:00 AM	05/01/2024 12:01 AM	EACH OCCURRENCE	\$1,000,000
							AGGREGATE LIMIT	\$1,000,000
A	Accident/Medical Coverage			BSR-E950475-00	05/01/2023 12:00 AM	05/01/2024 12:01 AM	AD&D	\$5,000
							MAXIMUM MEDICAL DEDUCTIBLE	\$25,000 \$250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Covered Activities: Disc Golf League Play

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

**Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage**

<b>CERTIFICATE HOLDER</b> Outwater Memorial Park 150 Outwater Dr Lockport, NY 14094	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> <i>Francis L. Dean</i>
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**Deputy City Clerk**

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**From:** cityclerk@lockportny.gov  
**Sent:** Wednesday, January 31, 2024 1:29 PM  
**To:** Emily Stoddard  
**Subject:** FW: [EXTERNAL] Fwd: WNYDGC Disc Golf Event  
**Attachments:** Re: [EXTERNAL] NRDG League (111 KB)

Agenda: Grant permission to Western New York Disc Golf Club for event on 4/20

Minutes:

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

Resolved, that pursuant to their request, permission is hereby granted to Western New York Disc Golf Club to conduct a Tournament at Outwater Memorial Park on April 20, 2024, from 8 am until 5 pm, and be it further

Resolved that said permission is subject to Niagara Region Disc Golf filing a certificate of insurance with the City Clerk naming the City of Lockport as additionally insured.

Seconded by Alderman \_\_\_\_\_ and adopted. Ayes \_\_\_\_\_.

---

**From:** James Carman <jamescarman1985@gmail.com>  
**Sent:** Tuesday, January 30, 2024 5:46 PM  
**To:** cityclerk@lockportny.gov  
**Subject:** [EXTERNAL] Fwd: WNYDGC Disc Golf Event

I think I may have sent this to the wrong email, as I've heard back from my other email.

1. *Who - WNYDGC[Sarah K. Lanzo] - Western New York Disc Golf Club*
2. *When - 4/20 8a-5p*
3. *What - disc golf course*
4. *Where – Outwater Memorial*
5. *Why – disc golf tournament*
6. *We have insurance. I've requested a COI*

Begin forwarded message:

**From:** James Carman <jamescarman1985@gmail.com>  
**Date:** January 25, 2024 at 7:06:01 PM EST  
**To:** deputyclerk@lockportny.gov  
**Subject:** WNYDGC Disc Golf Event

Good Evening,

I'm contacting with the intentions of the club running a disc golf tournament at the park on 4/20/24. Please let me know what will be required.

Thank you,  
James Carman  
315-380-5130



Jan 31, 2024

To the City of Lockport City Clerk, Sarah K. Lanzo,

We, the Lock City Circus, would like to request the use of the city of Lockport bleachers to use in our production of the Lock City Circus at the Kenan Center on March 8 and March 9, 2024. We will name the City of Lockport as additional insured on our insurance policy and will provide you with the proper documentation as needed.

The use of the bleachers last year was a huge help to the success of the event. We appreciate your time and attention to this matter.

Thank You,  
Dennis Caswell  
Lock City Circus / D&T Graphics  
lockcitycircus@gmail.com  
716-990-1477



## **Deputy City Clerk**

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**From:** cityclerk@lockportny.gov  
**Sent:** Wednesday, January 31, 2024 2:18 PM  
**To:** Emily Stoddard  
**Subject:** FW: [EXTERNAL] Bleachers  
**Attachments:** bleacher request letter.pdf

**Flag Status:** Flagged

**From:** D&T Graphics <info@dandtgraphics.com>  
**Sent:** Wednesday, January 31, 2024 1:52 PM  
**To:** cityclerk@lockportny.gov  
**Subject:** [EXTERNAL] Bleachers

Hi Sarah,  
Attached is my request for the use of the city bleachers again for this years Lock City Circus at the Kenan Center. Let me know if you will need anything else. Thank You.  
-Dennis

**ORLEANS MONUMENT CO.**

ELAINE FARCHIONE-SOBIERASKI

*"Memorials of Distinction"*

January 24, 2024

Mayor Lombardo  
1 Locks Plaza  
Lockport, NY 14094

Jan. 22, 2024

Dear Mayor,

I am writing in regards to the Shamus Restaurant's yearly St. Patrick's day celebration. In the past they have requested to close the street from Genesee to West Ave. That prevents me from conducting my business which is close to Genesee St.

- 1 I respectfully request if she wants to close the street, it be past my drive way to West Ave to allow my elderly customers access to my building. Denying that accessibility is a liability for the City and my business.
- 2 I respectfully request the Shamus have security to prevent children from climbing on the monuments in the yard. They may get hurt; again, it is liability to the City and myself.
- 3 The workers they have set up use the stairs to my business, cross my yard with their supplies and then leave their drink cups in the yard to set up the tents. Again if they fall it becomes a liability.
- 4 Lastly, they need to keep their customers from drinking among the monuments.

Thank you for your attention to this matter. I understand the restaurant taking advantage of the holiday, so with this modification it should be able to be held without harming another business.

Sincerely,

  
Jim Farchione



## Deputy City Clerk

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**From:** cityclerk@lockportny.gov  
**Sent:** Wednesday, January 31, 2024 12:46 PM  
**To:** Emily Stoddard  
**Subject:** FW: [EXTERNAL] [Possible SPAM] LMS 2024 Resolutions  
**Attachments:** Locktoberfest 2024 Resolution.pdf; Locktoberfest 2024 (1).pdf; LKPT Food Fest Map 2024 (1).pdf; LKPT Food Fest 2024 Resolution.pdf; LCFM Resolution 2024.pdf; Locktoberfest Resolution Request.pdf; LKPT Food Fest Resolution Request.pdf; LCFM Resolution Request.pdf

**Flag Status:** Flagged

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**From:** Lockport Main Street <grace@lockportmainstreet.com>  
**Sent:** Tuesday, January 23, 2024 2:07 PM  
**To:** City Clerk <cityclerk@lockportny.gov>  
**Cc:** jlombardi@lockportny.gov  
**Subject:** [EXTERNAL] [Possible SPAM] LMS 2024 Resolutions

Hello!

My name is Grace and I am the program manager at Lockport Main Street.

I have attached multiple resolutions with supporting documents to this email. Each resolution and supporting document has the event name as the title of the attachment, however if you need me to print and organize them for you, I would be more than happy too! Unfortunately, I will have to send multiple emails with the resolution and supporting documents!

This email has the following events information:

Lockport Community Farmers Market  
LKPT Food Fest  
Locktoberfest

I will work on getting a COI naming the City of Lockport as additionally insured for all 2024 events as soon as possible.

Please let me know if you require additional information or if you have questions! Thank you so much, and have a great day!

Grace Platt  
Lockport Main Street  
Program Manager & LCFM Market Manager  
716-434-0212

## City of Lockport - Resolution Request Form

Agenda Description: Lockport Main Street, Inc.

Presented By: Grace Platt

Date Submitted: 1/23/2024

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Community Event  
Engineering Process  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

Summary of Resolution:

This resolution is for Locktoberfest which will take place Saturday, September 28th, 2024.

Explanation of Attachments:

I have included a list of needs Lockport Main Street is requesting from the City of Lockport and a map of the event.

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

Clerk/Legal/Finance Approval:

Notes:

Name:

Date of Approval:

LMS requests the following for **Locktoberfest** which will be held on **Saturday, September 28th, 2024 from 10am to 6pm..** We are requesting the following in order to properly deliver a successful event:

- Canal Street, the pocket park, and the adjoining parking lot, the extent to be determined by the city (see a provided map of the event) to host Locktoberfest on Saturday, September 30th between 6am to 8pm.
- LMS requests street barricades for closures of Canal Street, the pocket park, and the adjoining parking lot, the extent to be determined by the city, to prepare and set up for Locktoberfest beginning Friday, September 27th and ending Sunday, September 29th at 9:00 am.
- LMS Permission for vendors, restaurants, and food trucks to set up on Canal Street and parking lots and access electricity from the light post.
- LMS requisition permission to place portable sanitation units on Canal Street beginning Friday, September 27th for this event
- LMS requests the use of the city stage on September 28th from 6am to 7pm. LMS requests the City Stage to be placed on Friday, September 27th
- Permission to distribute promotional event yard signs on City right of ways (excluding the center medians on Main St.) beginning September 9th and to be taken down by Monday, September 30th.
- Promotional signage displayed on the gazebo located on Canal Street beginning Saturday, September 14th through Monday, September 30th
- Permission to lift the open-container law for the duration of this event to conduct the sale of alcoholic beverages from 2 enforced beer tents, which will include local breweries at the festival as part of fundraising for LMS.

LMS will submit a certificate of insurance with the City clerk naming the City of Lockport as additional insured.

LMS requests that the Mayor has the authority to permit the use of the same space on other days in the event that an event is rescheduled or added to the calendar as long as LMS provides the City with the proper insurance paperwork.

LMS requests the Director of Streets and Parks to arrange to deliver refuse containers to the area prior to the said dates.

LMS will adhere to any and all Executive Orders by the New York State Governor, and any and all Local Laws and Regulations, with regard to social distancing and COVID-19 regulations during the operation of these events.



## City of Lockport - Resolution Request Form

Agenda Description: Lockport Main Street, Inc.

Presented By: Grace Platt

Date Submitted: 1/23/2024

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Community Event  
Engineering Process  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

### Summary of Resolution:

This resolution is for LKPT Food Fest which will take place Sunday, August 11th, 2024 on Main Street in Lockport.

### Explanation of Attachments:

I have included a list of needs Lockport Main Street is requesting from the City of Lockport and a map of the event.

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

**Clerk/Legal/Finance Approval:**

Notes:

Name:

Date of Approval:

LMS requests permission to host **Lockport Food Fest on Sunday, August 11th, 2024 from 11am to 4pm**. We are requesting the following in order to properly deliver a successful event:

- Temporary no parking on Main St between Cottage St. and Pine St. and Pine St. and Locust St. beginning Saturday, August 10th at 6:00pm, concluding at 8:00pm Sunday, August 11th.
- Closure of the the city parking lot next to 51 Main St. for preliminary setup including portable sanitation units and trash cans (see attached map) and remain closed until 8pm Sunday, August 11th.
- Street closure on Main St between Cottage St. and Pine St. and Pine St. and Locust St (keeping these parking lots open-see attached map) beginning 6am on Sunday, August 11th through 8pm that same day.
- LMS requests to have access to the electricity available at the light posts located on Main Street between Cottage St. and Locust St. and in the parking lot of 51 Main Street and for the city to install the outdoor extension cords at each junction box to use during this event
- Permission for vendors and restaurants to set up in the parking lot of Canal Street and access electricity from the light post.
- Placement of the City Stage on Sunday, August 11th by 8am.
- 20 Street barricades for closures to be delivered on Saturday, August 10th.
- Permission for vendors, restaurants, and food trucks to set up on the above-closed streets
- 8 to 12 Garbage barrels delivered to the Main St. parking lot on Saturday for distribution throughout the event on Sunday.
- Permission to distribute promotional event yard signs on City right of ways (excluding the center medians on Main St.) beginning July 22nd and to be taken down by Monday, August 12th.
- Promotional signage displayed on the gazebo located on Canal Street beginning Saturday, July 27th through Monday, August 12th.
- Permission to lift the open-container law for the duration of this event to conduct the sale of alcoholic beverages from 2 enforced beer tents, which will include local breweries at the festival as part of fundraising for LMS and allowing Lock 34 to open their outside bar for patrons to access.

LMS will submit a certificate of insurance with the City clerk naming the City of Lockport as additional insured.

LMS requests that the Mayor has the authority to permit the use of the same space on other days in the event that an event is rescheduled or added to the calendar as long as LMS provides the City with the proper insurance paperwork.

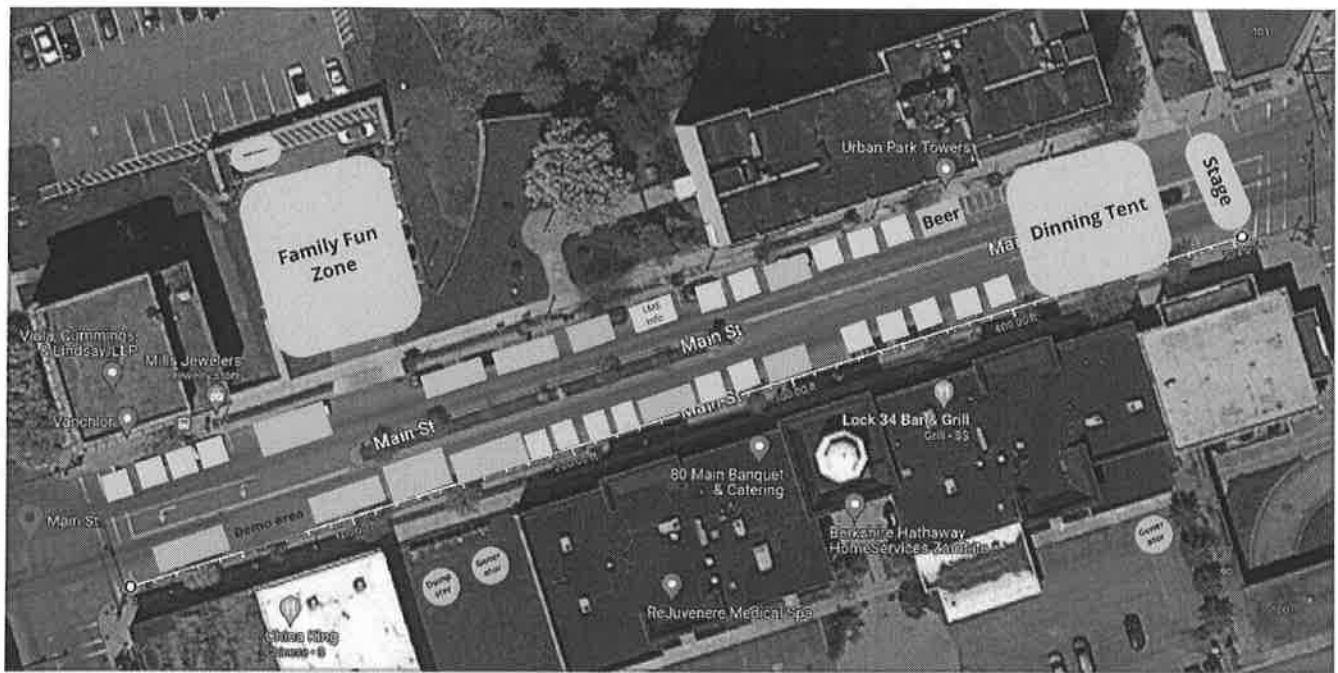


LMS requests the Director of Streets and Parks to arrange to deliver refuse containers to the area prior to the said dates.

LMS will adhere to any and all Executive Orders by the New York State Governor, and any and all Local Laws and Regulations, with regard to social distancing and COVID-19 regulations during the operation of these events.



Main Street between Cottage and Pine.



Main Street between Pine and Locust.

## City of Lockport - Resolution Request Form

Agenda Description: Lockport Main Street, Inc.

Presented By: Grace Platt

Date Submitted: 1/23/2024

Topic Area (Select Most Applicable Option):

Community Event  
Budget Amendment  
Contract Approval  
Donation Acceptance  
Grant Application / Award  
Fund Utilization Request

✓

Local Law Change  
Community Development  
Community Event  
Engineering Process  
Code and Planning  
Other


Please provide to Clerk at least 9 calendar days prior to Council meeting. Otherwise request will go to following meeting.

### Summary of Resolution:

This resolution is for the Lockport Community Farmers Market which will take place beginning May 18th through October 19th, 2024 on Canal Street and accompanying parking lots.

### Explanation of Attachments:

I have included a list of needs Lockport Main Street is requesting from the City of Lockport.

Please include all backup correspondence, purchase order, quotes, meeting minutes, emails, etc... If any of this information is confidential and cannot be released publically, please denote a check in this field: \_\_\_\_\_

**Clerk/Legal/Finance Approval:**

Notes:

Name:

Date of Approval:

LMS requests the use of Canal Street, the pocket park, and the adjoining parking lot, the extent to be determined by the city, for the following dates and times:

**Lockport Community Farmers Market (LCFM):** Saturdays, May 1st - November 1st from 9am to 2pm

**LCFM Wednesdays:** July 3rd - September 25th, 1 pm to 8 pm

- LMS requests to have access to the electricity available at the light posts, in addition to the gazebo, and for the city to install the outdoor extension cords at each junction box **beginning May 1st, 2023 through October 31st, 2023 for use in all LMS and LCFM events.**
- Permission for vendors and restaurants to set up in the parking lot of Canal Street and access electricity from the light post
- 4 Street barricades for closures on Saturday
- LMS requests to have the LCFM authorized to place yard signs in the city rights-of-way for May through October, and A-frame directional signage at the intersections of Main and Pine, Main and Cottage, Ontario and Church, and Ontario and Pine, during the open hours of the market
- LMS requests the placement of two Lockport Community Farmers Market banners to be hung on the gazebo on Canal Street beginning May 6th through October 28th and two feather flag signs on Ontario Street during the open hours of the market
- LMS requests to be allowed to sell concessions such as bottles of water and merchandise during all LMS and LCFM events on Canal Street beginning May 1st through November 1st

LMS will submit a certificate of insurance with the City clerk naming the City of Lockport as additional insured.

LMS request that the Mayor has the authority to permit the use of the same space on other days in the event that an event is rescheduled or added to the calendar as long as LMS provides the City with the proper insurance paperwork.

LMS requests the Director of Streets and Parks to arrange to deliver refuse containers to the area prior to the said dates.

LMS will adhere to any and all Executive Orders by the New York State Governor, and any and all Local Laws and Regulations, with regard to social distancing and COVID-19 regulations during the operation of these events.