

# Minutes

## **CITY COUNCIL WORK SESSION**

**Monday, July 14, 2025**

**7:30 P.M.**

**Municipal Building, Jamestown, New York**

MEMBERS PRESENT: Council President Dolce, Councilman Sheldon, Councilwoman Brackman, Councilman Paterniti, Councilman Reynolds, Councilman Faulkner, Councilman Bonfiglio, Councilman Daversa, Councilman Russell

MEMBERS ABSENT:

Others Present: Mayor Kimberly Ecklund, City Clerk/Treasurer Jennifer John, Comptroller Ericka Thomas, Deputy Director of Housing and Development Kasie Foulk, Interim Deputy Fire Chief Ryan Roush, Director of Public Safety/Police Chief Timothy Jackson, Director of Public Works Mark Roetzer, Mayor's Administrative Assistant Ashlan Davis

Council President Dolce called the meeting to order and asked the Clerk to call the roll.

### **Opportunity for Public Comment**

No one from the public appeared before the City Council to speak.

### **Standing Committees**

#### **Housing Committee**

6:30 p.m., Police Training Room

#### **Informational Report**

Councilman Reynolds noted that Margaret Connelly of Fulton Street appeared before the Housing Committee and Public Safety Committee regarding neighbor disputes and police response time and response to neighborhood concerns.

Deputy Director of Development Kasie Foulk spoke to the committee about potentially changing a section of zoning in an area near Jackson Taylor Park. A map is on file with the official minutes in the City Clerk's Office. The purpose of the change is to repurpose some lots and vacant warehouses in the area. Councilman Sheldon suggested decreasing the minimum lot size to 5,000 square feet to better facilitate infill. The proposed changes will be presented at the Tuesday, July 15, 2025 Planning Commission meeting for discussion as well.

Additionally, the AAP and 5-year Consolidated Plan have been submitted to HUD. She provided an overview of the 23 surveys that were submitted from members of the public. 82% of the responses said there weren't enough jobs and economic opportunity in the area. 65% of the responses said they want new business opportunities in the city. 52% of people surveyed felt safe in their neighborhoods, 15% felt somewhat safe, and the remainder felt unsafe in their neighborhoods. 65.2% felt that parks were the most important and accessible asset in the city. 43.5% would like to see the rehabilitation of existing housing.

The first contract for the Vacant Property Improvement Program was recently signed. Two vacant rental units will be rehabbed and able to be rented out to individuals with 60% AMI. It is a duplex on Cook Avenue. The hope is to reopen the application in August. Vacancy requirement is six months, but a waiver can be applied for if necessary.

Councilman Paterniti asked about the work going on at the M&M Sports shop. Ms. Foulk suggested that he contact the city's Economic Development Coordinator for more information.

## **Finance Committee**

7:00 pm., Mayor's Conference Room

### **Resolutions**

1. WHEREAS, funding has become available through the 2025 Consolidated Funding Application (CFA) to advance Governor Kathy Hochul's efforts to improve New York's business climate and expand economic growth; and

WHEREAS, Regional Economic Development Council is launching a \$7 million dollar grant to create economic impact and increase visitation downtown in certified Pro-Housing Communities; and

WHEREAS, the City of Jamestown as a certified Pro Housing Community intends to apply for funding through the Market New York by July 31, 2025 to assist in the financing of economic growth through visitation; now therefore be it

RESOLVED, that the City Council of Jamestown, New York is fully supportive of the Consolidated Funding Application (CFA) submission of the Market New York Program.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

2. WHEREAS, funding has become available through the 2025 Consolidated Funding Application (CFA) to advance Governor Kathy Hochul's efforts to improve New York's business climate and expand economic growth; and

WHEREAS, Empire State Development in partnership with New York State Homes and Community Renewal is launching a \$4.2 million dollar grant to the New York Main Street Program to invest in economic developments and housing opportunities downtown in certified Pro-Housing Communities; and

WHEREAS, the City of Jamestown as a certified Pro Housing Community intends to apply for funding through the New York Main Street Program by July 31, 2025 to assist in the financing of essential infrastructure to facilitate new housing developments; now therefore be it

RESOLVED, that the City Council of Jamestown, New York is fully supportive of the Consolidated Funding Application (CFA) submission of the Pro Housing Supply Fund.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

3. RESOLVED, That the Mayor be and she hereby is authorized to execute a quit claim deed on the property located at 523 Winsor Street, Jamestown, New York, a property that has been designated a 19A property, to the Jamestown Urban Renewal Agency for the purpose of sale to an individual.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

4. WHEREAS, the County of Chautauqua heretofore applied for State funding under the New York State Division of Criminal Justices Services GIVE Grant Program for 2025 and,

WHEREAS, the County's application has been approved and a portion of the grant funds must be shared with the City of Jamestown Police Department, now therefore be it

RESOLVED, that the Mayor and Police Chief be and they hereby are authorized and directed to participate in GIVE for the period of July 1, 2025 through June 30, 2026 with funding in the amount of Three Hundred Nine Thousand, Nine Hundred Eighty Dollars and No Cents (\$309,980.00) provided by the State of New York.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

5. WHEREAS, on January 22, 2002 the Jamestown City Council adopted resolution number 200201C03 that effective immediately and until further notice instituted a hiring freeze for the City of Jamestown, and

WHEREAS, on November 20, 2006 the Jamestown City Council adopted resolution number 200611B17 to extend the freeze to any change in employment from Part-Time to Full-Time status, and

WHEREAS, it has become apparent that within the Jamestown Police Department, an effort to effectively manage the city's day-to-day responsibilities in a cost-efficient manner, it is in the City of Jamestown's best interest to lift the hiring freeze for a certain position, now therefore be it

RESOLVED that effective immediately the Jamestown City Council hereby suspends the hiring freeze instituted by resolution number 200201C03 and authorized the filling of the following position due to the essential nature of the position.

- One full-time Crime Analyst position in the Jamestown Police Department
- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

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RESOLVED that effective immediately the Jamestown City Council hereby suspends the hiring freeze instituted by resolution number 200201C03 and authorized the filling of the following position due to the essential nature of the position.

- One full-time GIVE Coordinator position in the Jamestown Police Department
- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

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- Two police officers in the Jamestown Police Department.
- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

8. RESOLVED, that Officers Justin Conti, Mark Conklin, and Kaitlin Promber be, and hereby are, authorized to attend the International Homicide Seminar to be held at the Crowne Plaza Desmond Hotel in Albany, NY from September 21<sup>st</sup> through September 26<sup>th</sup>, 2025, with all expenses paid by the Chautauqua County District Attorney's Office.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

9. RESOLVED, That the Mayor be and she hereby is authorized to execute an agreement with Premier Concrete and Landscapes of WNY, Buffalo, NY 14224 for ADA Sidewalk Ramps 2025 based on the bid opening July 9, 2025 in the following amounts:

3,250 SF 4" Concrete Flat Work includes excavation and landscaping @ \$15.00 SF  
3,000 SF 6" Concrete Flat Work includes excavation and landscaping @ \$16.00 SF  
590 LF Concrete Curb and Gutter, includes excavation, landscaping and 18" wide blacktop or brick street repair @ \$50.00 LF  
158 EA Cast Iron Detectable Warning Plates @ \$400.00 EA  
125 SF Purchase and place, Warm Asphalt Mix (WMA) 12.5 mm binder @ \$8.00 SF  
2 EA Traffic Manhole Resets @ \$500.00 EA  
10 SY Brick Pavement Repair @ \$150.00 SY

for a total bid amount of One Hundred Ninety-Two Thousand, Nine Hundred Fifty Dollars and No Cents. (\$192,950.00) subject to the approval of Corporation Counsel as to form.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

10. RESOLVED, That the Mayor be and she hereby is authorized to execute an agreement S. Tabone Construction Co. INC, 3712 Straight Road, Fredonia, NY 14063 for Concrete Work: Street Reconstruction 2025: Stowe St. – Buffalo St. to Rich St.

2075 SF Flatwork 4" @ \$14.50 SF  
1400 SF Flatwork 6" @ \$15.50 SF  
850 LF In-Kind Concrete Curb & Gutter @ \$105.00 LF  
130 SY Brick Pavement Repair @ \$260.00 SY  
8 EA 24" x 30" ADA Cast Iron Detectable Warning Plates @ \$350.00 EA  
5 CY Additional Excavation @ \$0.00 CY  
725 SF Purchase and Place 12.5mm Binder Course @ \$15.00 SF  
1 EA Landscape Restoration @ \$7,000.00 EA

for a total bid amount of One Hundred Ninety-Five Thousand, Five Hundred Twelve Dollars and Fifty Cents. (\$195,512.50), subject to the approval of the Corporation Counsel as to form. The project will be funded through CHIPs funds.

- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

## **Informational Report**

Comptroller Ericka Thomas noted that she is keeping the ARAP projects on track. The money must be spent down within the next sixteen months. She has begun work on the 2026 budget template. She will begin working with department heads to determine their needs, etc.

Councilman Dolce asked Mark Roetzer about the detectable warning plates. He noted that there are some plates that are in rough shape on 8<sup>th</sup> Street. He also asked why the plastic plates were installed previously when they aren't durable. Mr. Roetzer said that previously plastic was used as it was easier to replace, but they have since switched back to cast iron for durability purposes. Sidewalk plows destroy the plastic plates quickly.

## **Public Safety Committee**

7:00 p.m., Police Training Room

## **Resolutions**

1. WHEREAS, the County of Chautauqua heretofore applied for State funding under the New York State Division of Criminal Justices Services GIVE Grant Program for 2025 and,

WHEREAS, the County's application has been approved and a portion of the grant funds must be shared with the City of Jamestown Police Department, now therefore be it

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- This resolution also appears on the Finance Agenda.
- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

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- Two police officers in the Jamestown Police Department.
  - This resolution also appears on the Finance Agenda.
- Chief Jackson noted that the list of viable candidates is low, so they have to wait for a new civil service list, unless they are able to get lateral transfers.
- The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

5. RESOLVED, that Officers Justin Conti, Mark Conklin, and Kaitlin Promber be, and hereby are, authorized to attend the International Homicide Seminar to be held at the Crowne Plaza Desmond Hotel in Albany, NY from September 21<sup>st</sup> through September 26<sup>th</sup>, 2025, with all expenses paid by the Chautauqua County District Attorney's Office.
  - This resolution also appears on the Finance Agenda.
  - The committee agreed to place the resolution on the July 28, 2025 Voting Session Agenda.

### **Informational Report**

6. Special Event: Scandinavian Folk Festival, to be held on Saturday, July 19, 2025 and Sunday, July 20, 2025, from 8:00 a.m. until 7:00 p.m. (including set up and tear down), on Lafayette Street, between 2<sup>nd</sup> and 3<sup>rd</sup> Streets.
  - The special event was approved by the Public Safety Committee as presented.
7. Special Event: Vacation Bible School Outreach, to be held on Saturday, July 26, 2025 from 10:00 a.m. until 4:00 pm. (including set up and tear down), at Jackson-Taylor Park.
  - The special event was approved by the Public Safety Committee as presented.
8. Special Event: Lucille Ball Comedy Festival, to be held on Saturday, August 9, 2025 – Sunday, August 10, 2025 from 11:00 a.m. until 11:00 p.m. (including set up and tear down) on 2<sup>nd</sup> Street between Jefferson and Washington Street, and August 8, 2025 – August 11, 2025 from 9:00 a.m. until 2:00 p.m. (including set up and tear down) on the east lane of Jefferson Street, between 2<sup>nd</sup> and 3<sup>rd</sup> Streets. Note: It is requested that music be played until 11:00 p.m. on Saturday, August 9, 2025.
  - The special event was approved by the Public Safety Committee as presented.
9. Special Event: Downtown Jamestown Cruise In, to be held on Friday, August 15, 2025 from 3:00 p.m. until 10:00 p.m. (including set up and tear down) on 3<sup>rd</sup> Street between Washington and Spring Streets, Cherry Street between 2<sup>nd</sup> and 4<sup>th</sup> Streets, Main Street between 2<sup>nd</sup> and 4<sup>th</sup> Streets, and Pine Street between 2<sup>nd</sup> and 4<sup>th</sup> Streets.
  - The special event was approved by the Public Safety Committee as presented.
10. Block Party: Peterson Street from Scioto to Benedict Streets, on July 3, 2025 from 11:00 a.m. until 8:00 p.m.
  - This Block Party was approved electronically.
11. Block Party: 3<sup>rd</sup> Street, from Cook to Lakin Avenues, on August 9, 2025 from 10:00 a.m. until 4:00 p.m.

- The block party was tabled as there are concerns about 3<sup>rd</sup> Street being shut down on a Saturday, pending further discussion. Warning signage was suggested to alert motorists of the closure. They also wanted to speak to Mr. Roetzer about the closure.

12. Zoning Change Discussion. This was discussed in the Housing Committee and will be discussed further during the full council.

**Public Works Committee**

7:00 p.m., DOD Conference Room

**Resolutions**

Tom Nelson, a Jamestown resident and County Legislator, appeared before the Public Works Committee to ask if signage was available to be placed on the corner of May and Camp Streets, near Rodger’s School. He believes that signage or a dog waste station would be a welcome addition to the area.

Mark Roetzer stated that the waste stations are usually installed just in city parks. Council President Dolce suggested reaching out to the Jamestown Public Schools to see if something could be done on their end, as it is school property. The DPW will continue to look into the question as well.

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### **Informational Report**

Councilman Daversa is happy to announce that the paving is complete on Second Street. All of the westbound lane was milled and paved, as well as the worst parts of the eastbound lane. The rest of the eastbound lane was patched. The remainder of the project will be completed by mid-2026.

Work continues on the summer streets projects. The city website lists all of the projects that are currently being worked on and is updated weekly.

The mill and pave project on Foote Avenue has been postponed until August due to a scheduling conflict with the paver company.

Barrows Street and Strong Street are big jobs. They should be completed this year. Additionally, sidewalk prep will begin for the project near Persell School. The county will help the city install the guiderail. The school district is also assisting with the project.

### **Mayor's Remarks**

Mayor Ecklund updated councilmembers on some grants. Since 2021, the city has received \$62,274,950.59 in grant funds. The most recent being the Ralph Wilson Design and Access Funding of \$20,000 for the disc golf course, \$18,000 for the Allen Park Band Shell, the STRIVE Grant which is over \$300,000, and the GIVE 12, which is almost \$310,000. There are fifteen pending grants. The Mayor thanked the city's grant writer, Paula Pinchon for her hard work in helping to secure these funds.

Councilman Bonfiglio spoke about the average gas prices. The nationwide average is \$3.11, New York State is \$3.21 and the City of Jamestown is \$3.39. It is something that needs to be taken care of. He urged residents to complain in order to get action.

President Dolce reminded everyone that there will not be a meeting next week. The voting session will be held on July 28, following two voting sessions.

### **Executive Session**

There was nothing to come before the council for Executive Session.

There being no further business, the meeting was adjourned.

Jennifer R. John  
City Clerk/Treasurer