



200 Gibson Street | Tonawanda, New York 14150 | P: 716-692-3555 | F: 716-692-0418
email: office@tonha.org | Web: tonha.org

**The Fourth Meeting after the Eightieth
Annual Meeting of the Tonawanda Housing
Authority
June 23, 2026
@ 6:00 pm**

**All Public Meetings are recorded*

**Please turn your phone ringer off*

**Please mute your device when not speaking*

Meeting Agenda

Virtual TEAMS Meeting link at www.tonha.org

Roll Call: Chairperson Dale Zuchlewski, Vice Chairperson Jean Harmon, Jerry Frizzell, Ralph Abramo, Betty Schaertel, Tenant Representatives Darlella Wiggins and Jennifer Karnyski, THA Manager Dale Kokanovich and THA Legal Counsel Diane Tiveron.

Minutes of previous meeting:

- May Board Meeting Minutes.

Correspondence:

- Hillview Commons update meeting letter
- Tenant Update letter
- Voucher communication to JJG letter

New Business

- New HUD Fair Market Rent schedule.



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Old Business:

- Phase 2 PILOT agreement with the City of Tonawanda. The City of Tonawanda adopted via Resolution the Phase 2 PILOT Agreement at their meeting on June 2, 2026.

Vacancy Report:

- 45 Applicants on the Wait List. Reminder, THA has closed all Wait Lists and discontinued taking new applicants.
- 47 Vacant units. The vacancy rate is 19%. THA will be building vacancy rates prior to redevelopment and "vacating" approximately 70 apartments at a time.
- 33 Late Notices for \$27,876. Tenant Quit or Pay Notices sent to xx Tenants.
- HM32 and HM32A

Manager's Report:

- Check Register provided.
- Follow up on dumpster cost question

Construction Update:

- Hillview Commons.
- Continued Phase 2 work
- Hillview rent-up discussion

Chairman's Report and / Or Committee Reports: None

Remarks:

- *Next Meeting is July 28, 2026, at 6:00pm.*

Executive Session: If needed

Adjourn:



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A handwritten signature in blue ink, appearing to read "Dale Kokanovich".

Dale Kokanovich
Executive Secretary
Tonawanda Housing Authority



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**The Third Meeting after the Eightieth
Annual Meeting of the Tonawanda Housing
Authority
May 26, 2026
@ 6:00 pm**

**All Public Meetings are recorded*

**Please turn your phone ringer off*

**Please mute your device when not speaking*

Meeting Minutes

Virtual TEAMS Meeting link at www.tonha.org

Roll Call: Chairperson Dale Zuchlewski, Vice Chairperson Jean Harmon, Jerry Frizzell, Ralph Abramo, Betty Schaertel, Tenant Representative Darlella Wiggins, THA Manager Dale Kokanovich and THA Legal Counsel Diane Tiveron. Tenant Rep Jennifer Karnyski was excused.

Minutes of previous meeting:

- April Board Meeting Minutes. A Motion was made by Jean Harmon, 2nd by Darlella Wiggins to accept the Minutes as presented. By a vote of 6-0, the Motion passed.

Correspondence: None

New Business

- New HUD Fair Market Rent schedule. Because the presented material was not clear in the rent schedule information



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presented, the adoption of this rent change was tabled until June 2026.

- THA non-subsidized rent change, increase proposal 5% increase (see attached). Proposal was tabled until June 2026. Manager Kokanovich will provide a more clear and concise rent schedule for the Board to review.

Old Business:

- Phase 2 PILOT agreement with the City of Tonawanda. The City of Tonawanda has this proposal on their meeting Agenda scheduled for June 2, 2026.

Vacancy Report:

- 46 Applicants on the Wait List. Reminder, THA has closed all Wait Lists and discontinued taking new applicants.
- 47 Vacant units. The vacancy rate is 20%. THA will be building vacancy rates prior to redevelopment and "vacating" approximately 70 apartments at a time.
- 35 Late Notices for \$32,639. Tenant Quit or Pay Notices sent to 4 Tenants.
- HM32 and HM32A

Manager's Report:

- Check Register provided. For clarification, two payments appear on the Check Register for checks going to the City of Tonawanda. One is for the quarterly sewer bill and the other is for the final payment for the Annual Service Agreement.
- Clarification for the Liability Insurance "deductible" invoice and payment. A "final" payment was made on the deductible for the slip / fall case from September 2025. The deductible of \$5,000 for this event is fully paid.
- Court cases - 2 payment plans, 1 eviction.

Construction Update:



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- Hillview Commons. Walls continue to be placed. Interior wall layout will continue. 3rd story and roof trusses should be in place by June 30th.
- Continued Phase 2 work - Site work to include core drilling to check soil permeability and ground penetrating radar being used to identify underground utilities and obstructions.

Chairman's Report and / Or Committee Reports: None

Remarks:

- ***Next Meeting is June 23, 2026, at 6:00pm.***
- Tenant Kirk Smith voiced a concern over THA considering moving away from garbage totes to dumpsters. Concerns for infestation, property cleanliness, cost and tenant compliance. Manager Kokanovich will report back at the next Meeting (June 23, 2026)
- Tenant Rose Smith asked for clarification on income limits and rent amounts for Hillview. Manager Kokanovich is working on the rent matrix and will report back to the Board and all affected Tenants in the future as those numbers come together.

Executive Session: Not needed

Adjourn: There being no further business before this Board a Motion to Adjourn was made by Betty Schaertel, 2nd by Jean Harmon. By a vote of 6-0, the Motion passed and the Meeting was Adjourned at 6:52pm

Dale Kokanovich
Executive Secretary
Tonawanda Housing Authority



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Hillview Commons (new building) Update

To: Tenants of Senior A and B Buildings

What: Hillview Commons question and answer evening.

When: Tuesday June 16, 2026, at 6:30pm

Where: A Building Community Room

As time draws closer for the opening of Hillview Commons, I want to meet with Tenants in order to answer questions that you may have regarding the new **Hillview Commons** building and the closure of the existing A AND B Buildings in 2027.

I will be in the **A Building Community Room** starting at **6:30pm on Tuesday June 16th** to answer your questions and provide an update to the project.

Thank you

A handwritten signature in blue ink, appearing to read "Dale", is written over the "Thank you" text.

Dale Kokanovich / Manager



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Property Reminders and Updates 2026

- **Pools** THA does not allow pools on the property. Not any kind or size.
- **Sprinklers** and slip and slides ARE approved for use. PLEASE manage water use. Do not turn it on and walk away. Excess water use leads to increased rent due to costs to THA for water. Outside water spigots are SHARED between units and some do not work.
- **Bounce houses** or any type of entertainment / playhouses from rental companies used for parties are not allowed.
- **Tents / pop up canopies** cannot be left up or in place overnight. They must be removed / stored each night.
- **Outside storage** - Cannot hinder our ability to manage grass cutting and weed whacking.
- **Grass cutting operations** - Our mower operators are trained to stop their mower and shut it down if there are people around. For your protection, please leave the area when we are mowing and weed whacking.
- **Garbage and Recycle Totes** - Garbage must be put out WEEKLY on your designated day (night before) for pick up, even if you have only a small amount of garbage in the tote. Summer heat creates a nasty odor from the totes if not empty weekly. THA does check for compliance and can put your tote to the curb and bill you for this service. We do this to protect the property and you from rodent infestation.
- **Totes** must always have the lid closed. Do not overfill the tote!! The open container immediately attracts rodents and squirrels. If you are the cause of the pest issue, you will be billed for the exterminator.
- **Parking Lots** - **There is no playing in the parking lots.** This includes bikes, roller skates / blades, ball playing... **NO PLAYING** in the parking lots. Please keep the children from getting hurt.
- **E-bikes and scooters** - Know the City rules and regulations



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for their use. And pay close attention to charging the batteries and proper storage to avoid a fire.

- **Gas or electric grills only.** No wood fired grills or smokers, no fire pits, nothing with an open flame including tiki torches, lanterns etc. **Call our office if you have questions.**
- **No fireworks.** Because our buildings are close to each other, fire of any kind threatens many residents. Fireworks are generally uncontrolled and can lead to fires on roofs and dry grass.
- **Gardens** - Yes, they are allowed BUT contact our office for placement and size for approval. Tenants MUST maintain their gardens if they plant them. Also note, THA will have no responsibility for tenants plants / gardens when the time comes for construction.

Complaints (2 most common complaints)

- **Noise complaints** - Typically with the change in weather noise complaints rise. With more activity outside and days getting longer please be aware of your surroundings and the noise you may be generating (inside as well). With the school year ending there are more kids at play on the property and parents need to be aware.
- **Smoking** - THA is a non-smoking property. No smoking of any kind in an apartment. Smoking causes IMMEDIATE damage to the unit and greatly affects other tenants' rights to a smoke free living experience. THA has a 3-strike policy on smoking. After your 3rd warning, THA will begin eviction processing. THA does allow smoking on common and city sidewalks. NOT allowed on porches or porch approach sidewalks!!! If you are confused with the No Smoking policy, contact our office for clarification.

Please contact our Office with any questions or concerns you may have regarding these updates or any other issue on the property.



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06/01/2026

To: Residents of JJG
Fr: Dale Kokanovich
Re: Vouchers / Rental Assistance for Hillview Commons

At our May Board Meeting the question of rental assistance or vouchers for current tenants moving into Hillview Commons was asked.

I reached out to Belmont and the Rental Assistance Center to inquire about rental subsidies and vouchers. Unfortunately, due to Federal and State funding, there is no money being put into voucher programs at this time and therefore no vouchers or rental assistance are available at this time.

We will periodically update everyone if things change.

A handwritten signature in blue ink, appearing to read "Dale", is positioned above the name of the sender.

Dale Kokanovich / Manager

Current

Bedroom Size	Minimum Rent	Maximum Rent 10/1/25
1	\$500.00	\$1,002.00
2	\$600.00	\$1,146.00
3	\$700.00	\$1,480.00
4	\$800.00	\$1,604.00
5	\$900.00	\$1,870.00

Proposed Same as BELMONT AMOUNT ~20%





















Bedroom Size	New Max Rent
1	\$1,200.00
2	\$1,420.00
3	\$1,730.00
4	\$1,980.00
5	\$2,180.00

Senior Housing FMR

	Current rate since 2024	Proposed 5%-New Max Rent
0	\$700.00	\$735.00
1	\$813.00	\$854.00
2	\$929.00	\$975.00

46

Manage Applications

Waiting List Name	Active	Hold	Pending	Last Renumber	Last Transfer	Last Purge	Sorting Method	
1 Bedroom Waiting List	4	0	0	06/12/2026	04/10/2026	01/18/2017	Preference, Date, Time	   
2 Bedroom Waiting List	9	0	0	06/12/2026	06/03/2026	01/18/2017	Preference, Date, Time	   
3 Bedroom Waiting List	10	0	0	06/12/2026	03/09/2026	01/18/2017	Preference, Date, Time	   
4 Bedroom Waiting List	3	0	0	06/12/2026	05/30/2025	01/18/2017	Preference, Date, Time	   
5 Bedroom Waiting List	1	0	0	06/12/2026		01/18/2017	Preference, Date, Time	   

Last Refresh 6/12/2026 4:15:43 AM

0

Pending Requests



Date Kolarovich 

0

Applications To Review



Date Kolarovich 

PH Unit List

Unit #	Unit Address	City	Building	Status	Current Tenant
D	GIBSON Street 206 Apt. D	Tonawanda	Gibson	Vacant	
B	GIBSON Street 210 Apt. B	Tonawanda	Gibson	Vacant	
A	GIBSON Street 216 Apt. A	Tonawanda	Gibson	Vacant	
C	GIBSON Street 216 Apt. C	Tonawanda	Gibson	Vacant	
B	GIBSON Street 220 Apt. B	Tonawanda	Gibson	Vacant	
D	GIBSON Street 222 Apt. D	Tonawanda	Gibson	Vacant	
F	GIBSON Street 222 Apt. F	Tonawanda	Gibson	Vacant	
A	GIBSON Street 224 Apt. A	Tonawanda	Gibson	Vacant	
C	GIBSON Street 224 Apt. C	Tonawanda	Gibson	Vacant	
C	GIBSON Street 226 Apt. C	Tonawanda	Gibson	Vacant	
A	GIBSON Street 228 Apt. A	Tonawanda	Gibson	Vacant	
C	GIBSON Street 228 Apt. C	Tonawanda	Gibson	Vacant	
E	GIBSON Street 230 Apt. E	Tonawanda	Gibson	Vacant	
C	GIBSON Street 242 Apt. C	Tonawanda	Gibson	Vacant	
B	GIBSON Street 244 Apt. B	Tonawanda	Gibson	Vacant	
F	GIBSON Street 244 Apt. F	Tonawanda	Gibson	Vacant	
D	GIBSON Street 246 Apt. D	Tonawanda	Gibson	Vacant	
C	GIBSON Street 266 Apt. C	Tonawanda	Gibson	Vacant	
B	GIBSON Street 250 Apt. B	Tonawanda	Gibson	Vacant	
C	GIBSON Street 250 Apt. C	Tonawanda	Gibson	Vacant	
A	GIBSON Street 252 Apt. A	Tonawanda	Gibson	Vacant	
B	GIBSON Street 252 Apt. B	Tonawanda	Gibson	Vacant	
C	GIBSON Street 252 Apt. C	Tonawanda	Gibson	Vacant	
F	GIBSON Street 252 Apt. F	Tonawanda	Gibson	Vacant	
C	GIBSON Street 260 Apt. C	Tonawanda	Gibson	Vacant	
D	GIBSON Street 260 Apt. D	Tonawanda	Gibson	Vacant	
B	GIBSON Street 202 Apt. B	Tonawanda	Gibson	Vacant	
	HINDS Street 209	Tonawanda	Hinds	Vacant	
	HINDS Street 217	Tonawanda	Hinds	Vacant	
	HINDS Street 223	Tonawanda	Hinds	Vacant	
	HINDS Street 229	Tonawanda	Hinds	Vacant	
	HINDS Street 277	Tonawanda	Hinds	Vacant	
	HINDS Street 283	Tonawanda	Hinds	Vacant	
	HINDS Street 295	Tonawanda	Hinds	Vacant	
	HINDS Street 309	Tonawanda	Hinds	Vacant	
	HINDS Street 329	Tonawanda	Hinds	Vacant	
	HINDS Street 333	Tonawanda	Hinds	Vacant	
	HINDS Street 251	Tonawanda	Hinds	Vacant	
	HINDS Street 263	Tonawanda	Hinds	Vacant	
	HINDS Street 269	Tonawanda	Hinds	Vacant	



New York State Division of Housing and Community Renewal
 Housing Management Bureau
 25 Beaver Street New York, NY 10004

Marketing Activity Report for Month Ending MAY 2026

Development Name: Colin Kelly Heights Number: NYS-010

Apartment Size by Number of Bedrooms	0	1	2	3	4	5 or more	Total
1. Number of apartments	0	12	106	32	0	0	150
2. Number of apartments under lease at start of month	0	12	89	25	0	0	126
3. Number of apartments vacated during month	0	0	1	3	0	0	4
4. Number of apartments leased during month	0	0	0	0	0	0	0
5. Number of apartments under lease at end of month (line 2 - line 3) + line 4)	0	12	88	22	0	0	122
6. Number of apartments not under lease at end of month* (line 1 - line 5)	0	0	18	10	0	0	28
7. Number of prospective tenants on waiting list	0	4	9	10	0	0	23

* List all apartments vacant for more than 60 days below or on attached sheet:

Bldg. #	Apt. #	Vacate Date	Reason for Extended Vacancy
	260D	04/30/12	staffing/expense
	250C	06/01/22	staffing/expense
	226C	04/04/25	staffing/expense
	244B	11/01/24	staffing/expense
	216C	03/01/25	staffing/expense
	220B	03/01/25	staffing/expense
	228C	04/16/25	" "
	252C	03/01/25	" "
	252B	06/01/25	" "
	222F	08/31/25	" "
Remarks: none	236E	08/01/25	" "
	224A	09/30/25	" "
	242C	10/01/25	" "
	246D	12/01/25	" "
	218C	01/05/26	" "
	235H	01/30/26	" "

Prepared by: Karen Kisloski Date: 06/10/26 Telephone: (716) 692-3555



New York State Division of Housing and Community Renewal
Housing Management Bureau, 641 Lexington Avenue, New York, N.Y. 10022

Report on Tenant Arrears for Month Ending MAY 2026

Development Name: COLIN KELLY HEIGHTS Number: NYS- 010

Date Submitted: 06/10/2026 Prepared by: KAREN KISLOSKI

Total Residential Units 150 Total Commercial Units 0

I. Analysis of Tenant Arrears

In arrears for-	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Due	Number of Tenants	Amount Due
a. Less than one month	11	3,336.52	0	0.00
b. One month but less than two	1	2343.00	0	0
c. Two months but less than three	4	3976.00	0	0
d. Three months or more	27	35144.29	0	0
Totals	43	44,799.81	0	0.00
Gross Rent Potential this month:	\$ 158,898.00		\$ 0.00	
Rent Collected Amount:	\$ 121,745.37		\$ 0.00	
[Rent Collected Amount / Gross Rent Potential]	76.62%		0.00%	

Remarks: Gross rent potential includes PBV charges/payments

II. Analysis of Vacated Tenant Arrears

Period since departure-	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Owning	Number of Tenants	Amount Owning
a. Less than two months	3	18927.22	0	0
b. Two months but less than four	2	4960.15	0	0
c. Four months but less than six	1	8258.88	0	0
d. Six months but less than a year	3	8888.18	0	0
e. One year but less than two	4	13810.32	0	0
f. Two years or more	3	15638.39	0	0
Totals	16	70,483.14	0	0.00



New York State Division of Housing and Community Renewal
 Housing Management Bureau
 25 Beaver Street New York, NY 10004

Marketing Activity Report for Month Ending MAY 2026

Development Name: Arthur Albright Courts Number: NYS-091

Apartment Size by Number of Bedrooms	0	1	2	3	4	5 or more	Total
1. Number of apartments	0	12	2	28	16	4	62
2. Number of apartments under lease at start of month	0	11	0	25	10	2	48
3. Number of apartments vacated during month	0	0	0	1	0	0	1
4. Number of apartments leased during month	0	0	0	0	0	0	0
5. Number of apartments under lease at end of month ((line 2 - line 3) + line 4)	0	11	0	24	10	2	47
6. Number of apartments not under lease at end of month* (line 1 - line 5)	0	1	2	4	6	2	15
7. Number of prospective tenants on waiting list	0	4	9	10	3	1	27

* List all apartments vacant for more than 60 days below or on attached sheet:

<u>Bldg. #</u>	<u>Apt. #</u>	<u>Vacate Date</u>	<u>Reason for Extended Vacancy</u>
	229	03/31/23	staffing/expense
	293	06/28/23	staffing/expense
	329	02/15/23	staffing/expense
	309	03/01/24	staffing/expense
	269	10/02/24	staffing/expense
	217	03/01/25	staffing/expense
	295	03/03/25	
	283	12/02/25	
	263	01/05/26	
Remarks:	none 333	02/03/26	

Prepared by: Karen Kisloski Date: 06/10/26 Telephone: (716) 692-3555



New York State Division of Housing and Community Renewal
Housing Management Bureau, 641 Lexington Avenue, New York, N.Y. 10022

Report on Tenant Arrears for Month Ending MAY 2026

Development Name: ARTHUR ALBRIGHT COURTS Number: NYS- 091

Date Submitted: 06/10/2026 Prepared by: KAREN KISLOSKI

Total Residential Units 62 Total Commercial Units 0

I. Analysis of Tenant Arrears

In arrears for-	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Due	Number of Tenants	Amount Due
a. Less than one month	5	86.40	0	0.00
b. One month but less than two	1	25.00	0	0
c. Two months but less than three	0	0.00	0	0
d. Three months or more	6	5568.82	0	0
Totals	12	5,680.22	0	0.00
Gross Rent Potential this month:	\$ 73,378.00		\$	
Rent Collected Amount:	\$ 49,947.68		\$	
[Rent Collected Amount / Gross Rent Potential]	68.07%		0.00%	

Remarks: Gross rent potential includes PBV charges/payments

II. Analysis of Vacated Tenant Arrears

Period since departure-	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Owning	Number of Tenants	Amount Owning
a. Less than two months	4	16697.36	0	0
b. Two months but less than four	0	0.00	0	0
c. Four months but less than six	1	3409.96	0	0
d. Six months but less than a year	0	0.00	0	0
e. One year but less than two	1	2973.42	0	0
f. Two years or more	2	19734.74	0	0
Totals	8	42,815.48	0	0.00



New York State Division of Housing and Community Renewal
 Housing Management Bureau
 25 Beaver Street New York, NY 10004

Marketing Activity Report for Month Ending MAY 2026

Development Name: Jacob J. Guzzetta- Senior Citizens Number: NYS-151

Apartment Size by Number of Bedrooms	0	1	2	3	4	5 or more	Total
1. Number of apartments	9	24	8	0	0	0	41
2. Number of apartments under lease at start of month	1	14	7	0	0	0	22
3. Number of apartments vacated during month	0	0	0	0	0	0	0
4. Number of apartments leased during month	0	0	0	0	0	0	0
5. Number of apartments under lease at end of month ((line 2 - line 3) + line 4)	1	14	7	0	0	0	22
6. Number of apartments not under lease at end of month* (line 1 - line 5)	8	10	1	0	0	0	19
7. Number of prospective tenants on waiting list	19	19	19	0	0	0	57

* List all apartments vacant for more than 60 days below or on attached sheet:

Bldg. #	Apt. #	Vacate Date	Reason for Extended Vacancy
	504	08/30/01	staffing/expense
	519	08/01/16	floor
	522	06/30/21	staffing/expense
	414	05/01/22	staffing/expense
	425	04/01/23	staffing/expense
	507	06/01/23	staffing/expense
	525	11/01/23	" "
	506	02/01/24	" "
	417	03/01/24	" "
	512	03/01/24	" "
	524	10/10/24	" "
Remarks: none	406	11/01/24	" "
	408	02/01/25	" "
	509	02/01/25	" "
	419	03/01/25	" "
	426	03/01/25	" "
	503	03/01/25	" "
	404	02/12/26	428 - 02/03/26

Prepared by: Karen Kisloski Date: 06/10/26 Telephone: (716) 692-3555



New York State Division of Housing and Community Renewal
Housing Management Bureau, 641 Lexington Avenue, New York, N.Y. 10022

Report on Tenant Arrears for Month Ending MAY 2026

Development Name: JACOB J. GUZZETTA- SENIOR CITIZENS Number: NYS- 151

Date Submitted: 06/10/2026 Prepared by: KAREN KISLOSKI

Total Residential Units 41 Total Commercial Units 0

I. Analysis of Tenant Arrears

In arrears for -	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Due	Number of Tenants	Amount Due
a. Less than one month	2	29.00	0	0.00
b. One month but less than two	1	2.00	0	0
c. Two months but less than three	0	0.00	0	0
d. Three months or more	2	1313.00	0	0
Totals	5	1,344.00	0	0.00
Gross Rent Potential this month:	\$ 26,673.00		\$	
Rent Collected Amount:	\$ 9,667.00		\$	
[Rent Collected Amount / Gross Rent Potential]	36.24%		0.00%	

Remarks:

II. Analysis of Vacated Tenant Arrears

Period since departure -	Residential Tenants		Commercial Tenants	
	Number of Tenants	Amount Owning	Number of Tenants	Amount Owning
a. Less than two months	0	0.00	0	0
b. Two months but less than four	0	0.00	0	0
c. Four months but less than six	1	2621.41	0	0
d. Six months but less than a year	0	0.00	0	0
e. One year but less than two	0	0.00	0	0
f. Two years or more	0	0.00	0	0
Totals	1	2,621.41	0	0.00