

City of North Tonawanda

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NORTH TONAWANDA, N.Y. 14120

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COMMON COUNCIL WORKSHOP AGENDA

April 9, 2026

The following meeting has been scheduled for TUESDAY, APRIL 14, 2026:

COMMUNITY RECOGNITION NIGHT

- | | |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 6:30 PM Laura Wilson
Dir. Community Development | Re: Fair Housing Month Proclamation |
| - Gabrielle Richards
1st Ward Alderman | Re: Gratwick Hose Contract |
| - Will Schulmeister
2nd Ward Alderman | Re: Establishing Standardized Reporting
Requirements for Towing Services |
| - Common Council | Re: General Discussion |

Respectfully submitted,



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

CITY OF NORTH TONAWANDA

MAYOR'S OFFICE

COMMUNITY RECOGNITION NIGHT

Honoring Our Boys & Girls Basketball Teams

The City of North Tonawanda and North Tonawanda school Superintendent Dr. Jachlewski proudly invites players, families, coaches, and supporters to join us as we recognize the incredible achievements of our high school basketball teams this season, with student-athletes receiving Certificates of Achievement and official proclamations presented to each team.

Date: Tuesday, April 14

Time: 6:15 PM

Location: Common Council Chambers, North Tonawanda City Hall

This special recognition will celebrate the teams consisting of:

Girls Team: Isabella Alverio, Jakayla Brown, Morrison Brown, Maddie Caron, Gabriella Cashion, Addison D'Andrea, Annabelle Day, Lilly Day, Brynn Frank, Giulianna Incorvia, Tiana King, Makayla Mamot, Madelyn Piskor, Alexis Santini, Sophie Virgilio

Lead by Head Coach Ryan Bradt, and Assistant Coaches Desiree Doucette, Henry Juiliano and Samantha Barry

Boys Team: Jaxon O'Connell, John Bertini Blake Sutor, Ethan DeVantier, Mert Kreps, AJ Cinquino, Gavin Haynes, Preston Loncar, Jake Greene, Spencer Juliano, Connor Wurl, Brody Sparks, Jack Giancola, Braxton Vaillancourt, James Brown

Lead by Head Coach Chris Juergens, and Assistant Coaches Jeff Sutor and Mert Kreps

Let's come together as a community to celebrate this unforgettable season of historic accomplishments, championship achievements, dedication, teamwork, and perseverance that has made our entire community proud.

We encourage all athletes and their families to attend as the City formally honors these outstanding teams.



City of North Tonawanda

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

Telephone: (716) 695-8580

April 7th, 2026

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

Re: Fair Housing Month Proclamation

Dear Honorable Body;

April 11, 2026, marks the 58th anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status, and handicap, and encourages fair housing opportunities for all citizens. Municipalities through the country are required to comply with the Fair Housing Law and encouraged to actively promote fair housing in their communities. The enclosed resolution, joining other municipalities in nationally proclaiming April as Fair Housing Month, is one step towards making our residents aware of the Fair Housing Law requirements.

In addition to this proclamation the Community Development Department will take a number of steps throughout the year to further promote fair housing including displaying New York State Fair Housing poster and literature in public offices, publishing Fair Housing information on the City's website, and holding a public meeting to receive public input on fair housing concerns in the city.

I respectfully request this Honorable Body consider the enclosed resolution and officially proclaim April as Fair Housing Month. Please let me know if you have any additional questions or concerns.

Kindest regards,

Laura Wilson
Director

FAIR HOUSING MONTH PROCLAMATION

PROCLAMATION

WHEREAS, April 11th 2026 marks the 58th anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status and handicap, and encourages fair housing opportunities for all citizens; and

WHEREAS, The City of North Tonawanda understand the importance of taking action to further fair housing in the community and is committed to meeting its responsibilities; and

WHEREAS, The City of North Tonawanda established a Fair Housing Plan in 2016 to ensure that residents are aware of fair housing provisions under Federal and State Law and of the process and assistance available to obtain compliance with existing statutes;

NOW, THEREFORE, BE IT RESOLVED, that in pursuit of the shared goal and responsibility of providing equal housing opportunities for all North Tonawanda residents, the City of North Tonawanda does hereby join in the national celebration by proclaiming

April 2026 as **FAIR HOUSING MONTH** and encourages all agencies, institutions, and individuals, public and private, in North Tonawanda to abide by the letter and the spirit of the Fair Housing Law.

Signed and sealed this ___ day of April, 2026



CITY OF North Tonawanda

Agenda Item Submission Cover Letter

Agenda Item Title: Discussion with Gratwick Hose

Submitted by: Gabrielle Richards

Submitter's Title and Organization: 1st Ward Alderman

Anticipated Meeting Date: 4/14/2026

Item Type:

- Discussion
- Vote
- Receive & File

Description of Subject:

Bob Brennan reached out and requested to speak with council about the contract between Gratwick Hose and the City.

I have communicated with Bob and Chief Orlowski, and they are both available to be at the council workshop on the 14th for discussion.

Explanation of Attachments:

Not Applicable.



CITY OF North Tonawanda

Agenda Item Submission Cover Letter

Agenda Item Title: Establishing Standardized Reporting Requirements For Towing Services

Submitted by: Alderman Will

Schulmeister

Submitter's Title and Organization: 2nd Ward

Alderman

Anticipated Meeting Date: April 14th

2026

Item Type:

- Discussion
- Vote
- Receive & File

Description of Subject:

This resolution establishes periodic reporting by all vendors, contractors, and organizations conducting business with the City of North Tonawanda. The intent is to promote transparency, accountability, and consistency in contract oversight across all departments. I am aware that some vendors, contractors, and organizations already do this.

The resolution requests that contracted entities provide regular reports, which may include dates and times of services rendered, general descriptions of services performed, applicable fees or charges, and method of payment, where appropriate. It further requests that such reporting be submitted on a monthly basis unless otherwise specified.

Explanation of Attachments:

Attached is a proposed resolution for Common Council consideration establishing standardized reporting expectations for contracted services. The resolution is intended to formalize existing oversight authority, ensure consistency in reporting practices across vendors, and support the Council's fiduciary responsibilities.

**A RESOLUTION ESTABLISHING STANDARDIZED REPORTING REQUIREMENTS FOR
TOWING CONTRACT SERVICES**

WHEREAS, the Common Council of the City of North Tonawanda is responsible for ensuring fiscal oversight, transparency, and accountability in matters involving the expenditure of public funds; and

WHEREAS, the City enters into contracts with towing service providers to perform services on behalf of the City and its residents; and

WHEREAS, such contracts may include provisions allowing the City to review, inspect, and audit records related to services performed and associated fees; and

WHEREAS, establishing consistent and uniform reporting requirements for all towing contractors will enhance transparency, promote accountability, and support the Common Council in carrying out its oversight responsibilities; and

WHEREAS, the Common Council finds it to be in the best interest of the City to formalize periodic reporting requirements rather than addressing such matters on an individual or ad hoc basis;

NOW, THEREFORE, BE IT RESOLVED, that all towing contractors conducting business with the City shall submit periodic reports, in a form acceptable to the Administration, which may include, but shall not be limited to, the following:

- Dates and times of services rendered;
- A general description of services performed;
- Any applicable fees, charges, or rates associated with such services;
- Method of payment, where applicable; and
- Any additional information reasonably necessary for contract oversight and audit purposes;

AND BE IT FURTHER RESOLVED, that unless otherwise specified in an existing agreement, such reports shall be submitted on a monthly basis;

AND BE IT FURTHER RESOLVED, that the City Attorney's Office is hereby directed to notify all towing contractors of the City's reporting expectations and to formally request compliance to the extent permitted under the terms of their existing agreements, and to incorporate standardized reporting requirements into all future contracts as a condition of doing business with the City;

AND BE IT FURTHER RESOLVED, that towing contractors shall be requested to begin submitting such reports starting May 1, 2026, or as soon thereafter as practicable, consistent with the terms of their existing agreements, and that failure to comply with applicable contractual provisions related to reporting, recordkeeping, or cooperation may be considered in the City's evaluation of contractor performance and continued eligibility to do business with the City;

AND BE IT FURTHER RESOLVED, that the City Clerk-Treasurer shall coordinate the collection and timely distribution of such reports to the Common Council, the Mayor, and the Chief of Police;

AND BE IT FURTHER RESOLVED, that appropriate City departments shall conduct periodic internal reviews, where applicable, to ensure compliance with contract terms and consistency between City records and contractor reporting.