

To: Kimberly Thompson, Mount Vernon, NY City Clerk's Office

From: Rev. F. Romall Smalls, M.Div., Associate Pastor, Grace Baptist Church

Re: Street Closure Permit Cover Letter

Date: 5/9/23 5/28/24

Here are the requested details for the Street Closure Permit. **The Sankofa Social Justice Ministry of Grace Baptist Church** will host a **Resource Fair on June 15th** (June 22nd rain date) in commemoration of Juneteenth. The purpose of the event is to provide a fun and festive venue where members of the community can come and connect with a host of non-profit organizations that offer a wide variety of resources in healthcare (including free screenings, testing, and vaccinations), childcare, education, and social and economic growth. In addition, there will also be a host of local vendors selling their wares including food. The main goal is to ensure that the community is knowledgeable and connected to the wide range of resources available that will bolster the quality of life of participants all in one festive location. We have invited **Cupcake Cuties Boutique at 8th So. 6th Ave.** located down the street from the church to be a vendor again this year.

We request that the block between West 2nd and West 1 St. Streets of South 6th Ave. where Grace Baptist Church is located (52 South 6th Ave.) be closed with barriers and police units. And that the So. 6th Ave. exit/entrance to the municipal parking lot be closed. Plainclothes Community Affair officers would also be appreciated.

Set up will be at approximately 9 am. The Resource Fair will be open at 11 am and conclude at 4 pm. Clean-up will be from about 4pm-6pm. A PDF of this letter and a JPEG diagram of the block setup is attached.

If there are any questions, please contact Rev. F. Romall Smalls at

FILED  
CITY CLERK  
MOUNT VERNON, NY  
2024 MAY 28 P 1:30

**CITY OF MOUNT VERNON, NEW YORK  
BLOCK PARTY / SPECIAL EVENT  
APPLICATION**

*(Please attach additional sheets as necessary)*

**GENERAL INFORMATION**

Applicant/Organization Name: Grace Baptist Church

Applicant/Organization Address: 52 South Sixth Avenue, Mount Vernon, NY 10550

Event Date: 6 / 15 / 2024 Rain Date: 6 / 22 / 2024

Start Time: 9 :00 AM AM/PM End Time: 4 :00 PM AM/PM

Identify Streets to be closed (please include cross streets).

The block of 52 So 6th Ave, between 2nd and 1st Streets.

Is parking control being requested?  Yes  No

If so, please describe (please be specific):

The So. 6th Ave Exit/Entrance of the Municipal Parking Lot in front So. 52 So. 6th Ave.  
should also be closed.

Will Sound Amplification Equipment be used?  Yes  No

*Please Note: A Block permit does not include a "noise permit". Noise violations may result in citations issued to the event permit holder or responsible party if a violation occurs.*

If so, please describe (please be specific): Microphone and speaker

**VENDING**

Will merchandise be sold?  Yes  No Will Food/Beverage be sold?  Yes  No

(Please note: other permits will be required for sale of merchandise and food, for example food vendors must provide a Health Certificate or Food Handler's Permit from the Westchester County Dept. of Health)

Please list all Vendors: Please see attached list of vendors

Name: \_\_\_\_\_ Daytime Phone Number: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

*Attach additional sheets as necessary.*

*Please attach copies of contacts and certificates of insurance for each vendor.*

Will event involve open burning?  Yes  No

Will event involve the use of a stage, tent or canopy?  Yes  No

Give details (placement, size, purpose, etc.) \_\_\_\_\_

**I acknowledge that the information contained in this application is true and complete to the best of my knowledge.**

**Applicant Name:** William Mizell

**Signature of Applicant:** Patrice Johnson **Date:** 5 / 22 / 2024

**Name Sponsoring Organization (if applicable):** Grace Baptist Church

**Address of Applicant:** 52 So. 6th Ave., Mount Vernon, NY 10550

(Street Address/City/Zip Code)

**Applicant's Position in Organization:** Executive Associaite Pastor

**Applicant's Daytime Phone Number:** \_\_\_\_\_

#### REIMBURSEMENT AND INDEMNIFICATION AGREEMENT

In consideration of the granting of a special event permit by the City of Mount Vernon ("the City") for an event that is to occur on \_\_\_\_\_, 20\_\_ (date), from \_\_:\_\_ am/pm to \_\_:\_\_ am/pm (time) at \_\_\_\_\_ (location), the undersigned, as an individual and as \_\_\_\_\_ (title) of \_\_\_\_\_ (Organization holding the event) and \_\_\_\_\_ (Organization holding the event) (hereinafter the "Sponsors"), do hereby agree to

indemnify and hold harmless the City of Mount Vernon, it's officers,, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees, or loss arising out of the grant of this Special Event Permit and at their sole expense and agree to bear all other costs and expenses relating thereto, and to reimburse the City for any costs incurred by the City in repairing damage due to the actions of the Sponsors and/or by the Sponsors' officers, employees or agents, or any person under the Sponsors' control. Further, the Sponsors hereby agree to defend the City, its officers, employees and agents harmless from any liability to any person or entity resulting from any damage or injury occurring in connection with the event proximately caused by the actions of the City and the Sponsors' officers, employees or agents, or any person who is under the Undersigned's control.

IN WITNESS WHEREOF, the Sponsors/Applicant(s) for the Block Party Permit  
Individual Sponsor: Event is being held by an individual.  
(Must be signed before a notary public or commissioner  
of deeds.)

Print Name: _____
Signature: _____
Address: _____ (Street Address/City/State/Zip Code)
Daytime Phone Number: ( ) _____ - _____
Driver's License # & Exp. Date: _____ Exp. Date: ___/___/___

Signed before me in the State of New York, County of Westchester, this day of <u>27th</u> <u>May</u> , 20 <u>24</u> by <u>WILLIAM MIZEL</u> Notary Public/Commissioner of Deeds <u>Patricia Fleming</u> My commission Expires: <u>9/30/2024</u>
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Patrica Fleming  
Commissioner of Deeds  
In and for the City of Mount Vernon  
Commission Expires September 30, 2024

Sponsoring Organization: Event is being held by an organization.  
(Must be signed before a notary public or commissioner  
of deeds.)

Organization Name: <u>GRACE BAPTIST CHURCH</u>
Print Authorized Officer's Name & Title: <u>William Mizell Sr. Assoc. Pastor</u>
Signature: <u>William Mizell</u>
Address: <u>525 6TH AVE MOUNT VERNON</u> (Street Address/City/State/Zip Code)
Daytime Phone Number: _____
Driver's License # & Exp. Date: _____ Exp. Date: ___/___/___



CITY OF MOUNT VERNON, NEW YORK  
 BLOCK PARTY/ SPECIAL EVENT  
 ADDITIONAL GUIDELINES

Below are additional guidelines that must be adhered to when hosting a Block Party or Special Event in the City of Mount Vernon, New York. These guidelines must be agreed to, signed by the event organizer, notarized and submitted with your completed application.

1. Sidewalks are to remain open to pedestrians and proper signage must be visibly in place
2. The Police Department will determine whether a police presence is needed as well as how many officers are required. The event organizers will have to pay the salary for each officer needed, 72 hours in advance. It is up to the Police Department to determine if Auxiliary Police can be used.
3. If you are requesting to use private security, each person must have a NYS Security License and show proof of being bonded. Proof for each security guard must be submitted 72 hours before event.
4. No alcohol use is permitted on city property. City Code §191-11
5. No sale of alcohol is permitted
6. If your event is in a residential area and using vendors, the vendors must set up only on one (1) side of the street and not obstruct driveways.

William Mayall  
 (Event Organizer Signature)

5/29/24  
 (Date)

Sworn and signed before me on the 29<sup>th</sup> day of May, 2024

Patricia Fleming  
 Notary/ Commissioner of Deeds

Sept. 30, 2024  
 Commission expiration date

Patricia Fleming  
 Commissioner of Deeds  
 In and for the City of Mount Vernon  
 Commission Expires September 30, 2024

- 1) Westchester Barber Academy
- 2) Livable Communities
- 3) Mount Vernon Youth Bureau/CAP
- 4) Family Services of a Yonkers
- 5) Cities RISE
- 6) Alpha Kappa Alpha Sorority Inc., Zeta Nu Omega Chapter
- 7) Alpha Phi Alpha Fraternity, Inc., Eta Zeta Lambda Chapter
- 8) The National Council of Negro Women, Westchester Section
- 9) Voter Registration
- 10) Mount Vernon Neighborhood Health Center
- 11) Mount Vernon Police Department- Wellness Outreach
- 12) Mental Health Association of Westchester
- 13) New York Department of Labor
- 14) 4Ward Inclusion
- 15) The College of Westchester (they are supposed to bring their own table.)
- 16) Westchester Community College
- 17) WDOM
- 18) EXTRA

1. Adisa Nelson's Red Pepper Kitchen
2. Lori Overton, Overton Travel
3. Moselle Goodwin-Butcher
- Inside/Out Solutions Avon Products
4. Marta Medina Cordsof3 Photo Artwork
5. Elizabeth Manning
- Mary Kay Cosmetics Consultant
6. Creative Artwork by Jo-Ann
- T-shirts, mugs, plates & vases
7. J'emie Lane
- Jaye Jewels-Paparazzi Jewelry SS
8. Elyse Savoy
- The Healing Hands of Reiki
9. Shelley's Quality Accessories
- Fragrant oils, body lotion, soaps
10. Jewelry Designed by Audrey Woods

11. Aita Carmichael
- La Linguae Fashions
12. Jen Coker-Wiggins "Olatunde"
- Nigerian Haberdasheries
13. Marilyn Turton
- Eboni Fondangles
14. Barbara Adamson & Margaret Farran
- Houlihan Lawrence Real Estate Agency
15. Jane Rember Wigfall
- H&R Block Tax Preparation Company
16. Joanne Taylor Senior Helpers
- Senior Care resource
17. EXTRAS

