

# **City of Mount Vernon, New York**

1 ROOSEVELT SQ. RM. 104  
CITY HALL, MOUNT VERNON, NEW YORK 10550  
& VIA [FACEBOOK.COM/MOUNTVERNONNY](https://www.facebook.com/mountvernonny)



## **Referral Packet - Final**

**Wednesday, January 8, 2025**

**7:00 PM**

**CITY COUNCIL CHAMBERS  
CITY HALL**

**City Council**

**A REGULAR MEETING OF THE CITY OF THE MOUNT VERNON CITY COUNCIL  
HELD ON WEDNESDAY, JANUARY 8, 2025.**

**Scheduled for 7:00 pm in the City Council Chambers, City Hall, Mount Vernon, New York.**

*\*\*\* This meeting was held in the City Council Chambers, with virtual participation via ZOOM and CMVNY Facebook. The meeting was not closed to the public. \*\*\**

**PRESIDING:** Danielle Browne, President

**OTHERS:** Nicole Bonilla, Deputy City Clerk; Antoinette Anderson, Legislative Aide; Johan Powell, Deputy Corporation Counsel.

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Council President Danielle Browne called the meeting to order and provided general house-keeping rules, including encouraging citizens to share the meeting on social media and what to do “in case of emergency”. Council President Gleason explained the 3-minute-plus-1 public comment rule. She then asked a Councilperson to lead the council in the Pledge of Allegiance. Council President then proceeded to the Public Speakers session of the evening (listed below as public comment).

**PUBLIC COMMENT**

**REFERRAL SESSION**

Roll Call administered by Deputy City Clerk Nicole Bonilla

**REPORTS OF STANDING COMMITTEES AND ACTION THEREON**

**To the Council:**

**LEGISLATION AND PUBLIC WORKS**

1. Office of the Mayor: An Ordinance Authorizing the Mayor and Chief of Staff to Attend the United States Conference of Mayors 93rd Winter Meeting in Washington, DC, and Approving Related Expenditures (January 17-19, 2025)

**Code:** LPW

**Attachments:** [Referral Letter - USCM 93 Winter Meeting.pdf](#)  
[USCM - 93rd winter meeting agenda.pdf](#)

2. Office of the Mayor: An Ordinance Authorizing the Mayor to Attend the New York State Conference of Mayors (NYCOM) Winter Legislative Meeting 2025 - (February 2-4, 2025)

**Code:** LPW

**Attachments:** [Referral Letter - NYCOM Winter Legislative Committee.pdf](#)  
[NYCOM - 2025 Winter Legislative Meeting Agenda.pdf](#)

3. Department of Public Works: An Ordinance Authorizing the Lease Agreement for Office Space at 6 Gramatan Avenue, Suite 203, Mount Vernon, NY 10550

**Code:** LPW

**Attachments:** [Lease Extension 6 Gramatan.pdf](#)

4. Department of Recreation: An Ordinance Authorizing the Department of Recreation to Co-Sponsor the Antigua and Barbuda International Cultural Association (ABICA) Food Festival on May 24, 2025

**Code:** HR

**Attachments:** [ABICA2025.pdf](#)  
[DPW Response to ABICA Event.pdf](#)  
[FD Response ABICA Food Festival.pdf](#)  
[PD ABICA Response.pdf](#)

5. City Council: A Resolution of the City Council of the City of Mount Vernon, New York Celebrating the Life and Legacy of Mrs. Evelyn Paula Nelson Young

**Code:** PSC

6. City Council: A Resolution of the City Council of the City of Mount Vernon, NY Designating the Journal News as the Official Newspaper for the City of Mount Vernon for the Year 2025

**Code:** LPW

**To the Council:**

### **HUMAN RESOURCES**

7. Department of Recreation: An Ordinance Authorizing the Mayor to Enter into an Agreement with the County of Westchester for Funding the Fun Filled Summer Park Activation Program

**Code:** HR

**Attachments:** [Funfilled summer letter2025.pdf](#)

8. Youth Bureau: An Ordinance Authorizing the Attendance of Youth Bureau Staff and Youth at the Annual Association of New York State Youth Bureaus (ANYSYB) Youth Leadership Forum - February 3-4, 2025 in Albany NY)

**Code:** HR

**Attachments:** [ALB Yth Conf.pdf](#)  
[25 YLF Itinerary.pdf](#)

9. Youth Bureau: An Ordinance Amending Ordinance No. 4, Authorizing the Mayor to Extend the Westchester Community Health Center for Mental Health and Wellness Service Contract through the Youth Bureau's Program - (from: December 15, 2023, to May 3, 2024) a new expiration date of August 2025)

**Code:** HR

**Attachments:** [Extended WCHC Referral Letter- SP4OG .pdf](#)  
[Extended WCHC - SP4OG.pdf](#)

**To the Council:**

### **PUBLIC SAFETY AND CODES**

No Items

**To the Council:**

### **FINANCE AND PLANNING**

10. City Council: A Resolution of the City Council of the City of Mount Vernon Issuing a Notice of Completion and Scheduling a Public Hearing on the Final Generic Environmental Impact Statement and Zoning Petition for the Proposed Downtown Transit Oriented Arts District (DTOAD)

**Code:** FP

**Attachments:** [MV East.pdf](#)

### **ADD-ON**

### **LEGISLATION AND PUBLIC WORKS**

11. City Council: An Ordinance Authorizing the Travel and Expenses for the City Council President, Danielle Browne to attend the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Session - (February 2-4, 2025 in Albany, NY)

**Code:** LPW

**Attachments:** [NYCOM Winter Legislative Mtg 2025.pdf](#)



12. City Council: A Resolution of the City Council of the City of Mount Vernon, NY Appointing Members to the Charter Review Commission, According to Section 268 of Mount Vernon City Code

**Code:** LPW

**Attachments:** [Charter Review Appointments.pdf](#)

### **FINANCE AND PLANNING**

13. Office of the Comptroller: An Ordinance Authorizing the Submission of the List of Delinquent Taxes and Approving Procedures for Tax Lien Sales and In Rem Foreclosure Proceedings

**Code:** FP

**Attachments:** [COMP2024-17 – List of Delinquent Taxes.pdf](#)

### **OTHER BUSINESS/CLOSING COMMENTS**



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
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CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

**File #:** TMP -1046

**Agenda Date:** 1/8/2025

**Agenda #:** 1.

### City Council:

### **AN ORDINANCE AUTHORIZING THE MAYOR AND CHIEF OF STAFF TO ATTEND THE UNITED STATES CONFERENCE OF MAYORS 93RD WINTER MEETING IN WASHINGTON, DC, AND APPROVING RELATED EXPENDITURES**

**Whereas**, by letter dated December 17, 2024, the Mayor of the City of Mount Vernon has requested legislation authorizing her and the Chief of Staff are hereby authorized to attend the United States Conference of Mayors 93rd Winter Meeting in Washington, D.C., from January 17, 2025, to January 19, 2025; and

**Whereas**, the United States Conference of Mayors will hold its 93rd Winter Meeting in Washington, DC, from January 17 to January 19, 2025, providing a valuable platform for municipal leaders to connect, exchange ideas, and explore federal initiatives; and

**Whereas**, the participation of Mayor Patterson-Howard and the Chief of Staff in this conference will support the City of Mount Vernon in addressing critical municipal issues, fostering collaboration with other cities, and ensuring the City's priorities align with federal programs and opportunities; and

**Whereas**, the total cost of registration for the conference is not to exceed \$1,500.00 per person, with the overall trip expenses, including transportation, incidentals, and hotel accommodations, not to exceed \$5,000.00; and

**Whereas**, funding for this purpose has been identified in budget line A 1210.402 - Travel, ensuring no additional financial burden on the City beyond what has been allocated; and

**Whereas**, this investment in leadership development and intergovernmental engagement aligns with the City's commitment to good governance and community service; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization.** The Mayor and Chief of Staff are authorized to attend the United States Conference of Mayors 93rd Winter Meeting in Washington, DC, from January 17 to January 19, 2025.

**Section 2. Appropriation and Expenditure.** The City Council approves the expenditure of funds for this purpose as follows:

1. Registration costs for each attendee shall not exceed \$1,500.00.

2. The total trip expenses, including transportation, hotel accommodations, and incidentals, shall not exceed \$5,000.00.

3. All expenses shall be charged to budget line A 1210.402 - Travel.

**Section 3. Purpose and Reporting.** Participation in the conference is intended to enhance the City's governance and improve intergovernmental relations. Upon return, the Mayor or Chief of Staff shall provide the City Council with a summary report of key insights and opportunities identified during the conference.

**Section 4. Effective Date.** This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



## CITY OF MOUNT VERNON, N.Y.

Mayor Office

**SHAWYN PATTERSON-HOWARD, MPA**  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 665-2360 – Fax: (914) 665-6173

**MALCOLM CLARK**  
*Chief of Staff*

**KHENDRA DAVID**  
*Deputy Chief of Staff*

December 17, 2024

Honorable Members of the City Council  
City of Mount Vernon  
One Roosevelt Square  
Mount Vernon, New York 10550

### [United States Conference of Mayor's 93rd Winter Meeting]

Dear Honorable Council Members,

This letter comes as a request to the City Council for the enactment of legislation authorizing the mayor and Chief of Staff to attend the United States Conference of Mayors 93rd Winter Meeting in Washington DC on January 17<sup>th</sup> to January 19<sup>th</sup> 2025.

The cost of registration is not to exceed \$1,500.00 per person, with the entire trip including transportation, incidentals, and hotel should not exceed \$5,000.00. (five thousand dollars). The cost of the travel, hotel fees, and incidentals will be expensed from budget A 1210.402 – Travel

The United States Conference of Mayors 93<sup>rd</sup> winter meeting will provide mayors with a unique opportunity to connect with one another, exchange ideas, and reaffirm a shared commitment to serving their local communities. The conference will host sessions with municipal officials from across the country and offer Mayor Patterson-Howard insight into upcoming initiatives from the federal level.

Please be advised that a complete agenda for the 93<sup>rd</sup> Winter meeting is not available yet and should be released in mid-December. Please refer to the United States Conference of Mayors website for more updated information:

[Agenda - 93rd Winter Meeting](#)

In Service,

Shawyn Patterson-Howard, MPA  
Mayor

*"The Jewel of Westchester"*



Click the button below to download a PDF version of the agenda.

Draft Agenda (Check back soon!)

# Agenda

Here's what's scheduled for the event.

All Dates 1/17-1/19	Friday 1/17	Saturday 1/18	Sunday 1/19
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Filters



Q Search

## January 17, 2025

7:00 AM ET

### Registration

7:00 AM-6:00 PM

8:30 AM ET

## **Breakfast Available**

8:30 AM-9:00 AM

9:00 AM ET

## **Friday Morning Plenary Session**

9:00 AM-10:00 AM

10:15 AM ET

## **Council on Metro Economies and the New American City**

10:15 AM-11:15 AM

## **First-Time Attendee Mayors Session**

10:15 AM-11:15 AM

## **Mayors Water Council**

10:15 AM-11:15 AM

11:30 AM ET

## **Best Practice Forums**

11:30 AM-12:30 PM

11:45 AM ET

## **Opening Press Conference**

11:45 AM-12:30 PM

12:45 PM ET

## **Opening Plenary Lunch**

12:45 PM-2:00 PM

2:15 PM ET

## **Best Practice Forums**

2:15 PM-3:15 PM

3:30 PM ET

## **Best Practice Forums**

3:30 PM-4:30 PM

4:45 PM ET

## **Mayors-Only Session**

4:45 PM-6:15 PM

6:30 PM ET

## **Opening Reception**

6:30 PM-8:00 PM

## **January 18, 2025**

7:00 AM ET

## **Registration**

7:00 AM-6:00 PM

8:30 AM ET

## **Breakfast Available**

8:30 AM-9:00 AM

9:00 AM ET

## **Mayors and Business Leaders Plenary Session**

9:00 AM-10:00 AM



10:15 AM ET

## **Best Practice Forums**

10:15 AM-11:15 AM

11:30 AM ET

## **Best Practice Forums**

11:30 AM-12:30 PM

12:45 PM ET

## **Childhood Obesity Prevention/Environmental Health & Sustain...**

12:45 PM-2:15 PM

2:30 PM ET

## **Best Practice Forums**

2:30 PM-3:30 PM

3:45 PM ET

## **Best Practice Forums**

3:45 PM-4:45 PM

5:00 PM ET

## **Democratic Mayors Association Meeting**

5:00 PM-6:00 PM

7:00 PM ET

## **Welcome to Washington, DC Reception: Embassy of Spain**

7:00 PM-9:00 PM

## **January 19, 2025**

7:00 AM ET

## **Registration**

7:00 AM-12:00 PM

8:30 AM ET

## **Breakfast Available**

8:30 AM-9:00 AM

9:00 AM ET

## **Honoring Leadership in the Arts Plenary Session**

9:00 AM-10:15 AM

10:30 AM ET

## **Best Practice Forums**

10:30 AM-11:30 AM

## **Executive Committee**

10:30 AM-11:30 AM

12:00 PM ET

## **Closing Plenary Lunch**

12:00 PM-1:15 PM

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File #: TMP -1085  
A

Agenda Date: 1/8/2025

Agenda #: 2 -

### City Council:

#### **AN ORDINANCE AUTHORIZING THE MAYOR TO ATTEND THE NEW YORK STATE CONFERENCE OF MAYORS (NYCOM) WINTER LEGISLATIVE MEETING 2025**

**Whereas**, by letter dated December 13, 2024, the Mayor has requested legislation authorizing her to attend the NYCOM Winter Legislative Meeting in Albany, New York, from February 2, 2025, to February 4, 2025; and

**Whereas**, the New York State Conference of Mayors (NYCOM) Winter Legislative Meeting is scheduled to take place in Albany, New York, from February 2 to February 4, 2025; and

**Whereas**, the NYCOM Winter Legislative Meeting provides a valuable platform for mayors and municipal leaders from across New York State to collaborate, share ideas, and address policy matters of mutual concern, fostering a unified message to the New York State legislature; and

**Whereas**, the event includes four policy committee meetings, keynote speakers, and educational workshops designed to explore and address substantive policy issues relevant to municipalities; and

**Whereas**, attendance at this meeting by Mayor Patterson-Howard will enhance the City of Mount Vernon's ability to advocate for funding, resources, and partnership opportunities, which are critical to the City's development and sustainability; and

**Whereas**, the total cost of the trip, including registration, transportation, hotel fees, and incidentals, will not exceed \$1,000.00 (one thousand dollars) and will be expensed from budget line A 1210.402 - Travel;  
**Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization to Attend Meeting.** The Mayor of the City of Mount Vernon, Mayor Patterson-Howard, is hereby authorized to attend the NYCOM Winter Legislative Meeting in Albany, New York, from February 2, 2025, to February 4, 2025.

**Section 2. Appropriation of Funds.** The total cost of the trip, including registration fees not exceeding \$500.00 and all related expenses (transportation, hotel, and incidentals) not exceeding \$1,000.00, shall be expensed from budget line A 1210.402 - Travel.

**Section 3. Purpose and Benefit.** Attendance at the NYCOM Winter Legislative Meeting will allow the Mayor to:

1. Collaborate with other municipal leaders and share best practices.
2. Support funding, tools, and New York State legislature partnerships.
3. Address substantive policy issues through committee meetings, workshops, and keynote

sessions.

**Section 4. Accountability.** The Mayor shall provide a summary report to the City Council detailing the key takeaways, potential benefits for the City of Mount Vernon, and any actionable outcomes resulting from the meeting.

**Section 5: Effective Date.** This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



## CITY OF MOUNT VERNON, N.Y.

Mayor Office

**SHAWYN PATTERSON-HOWARD, MPA**  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 665-2360 – Fax: (914) 665-6173

**MALCOLM CLARK**  
*Chief of Staff*

**KHENDRA DAVID**  
*Deputy Chief of Staff*

December 13, 2024

Honorable Members of the City Council  
City of Mount Vernon  
One Roosevelt Square  
Mount Vernon, New York 10550

### **[New York State Conference of Mayors- Winter Legislative Meeting 2025]**

Dear Honorable Council Members,

This letter comes as a request to the City Council for the enactment of legislation authorizing the mayor to attend the New York State Conference of Mayors (NYCOM) Winter Legislative Meeting 2025 in Albany on February 2<sup>nd</sup> to February 4<sup>th</sup>, 2025.

The cost of registration is not to exceed \$500.00, with the entire trip including transportation, incidentals, and hotel should not exceed \$1,000.00. (one thousand dollars). The cost of the travel, hotel fees, and incidentals will be expensed from budget A 1210.402 – Travel

The NYCOM winter legislative meeting will provide mayor Patterson-Howard with a unique opportunity to connect with fellow New York State mayors and municipal leaders to share ideas and convey a unified message about the need for funding, tools and a true partnership with the New York State legislature. The meeting includes exploration of substantive policy issues via four policy committees, keynote speakers and educational workshops outlined in the meeting agenda.

A tentative agenda for the Winter Legislative Meeting is available online. Please refer to the link below for the most recently updated version of the agenda:

[WINTER Legislative Meeting Agenda - New York Conference of Mayors](#)

In Service,

Shawyn Patterson-Howard, MPA  
Mayor

*“The Jewel of Westchester”*



**FEBRUARY 2-4, 2025 • MARRIOTT ALBANY**

**WINTER  
LEGISLATIVE  
MEETING**



**NEW YORK STATE CONFERENCE OF MAYORS AND MUNICIPAL OFFICIALS**

**Winter Legislative Meeting  
TENTATIVE AGENDA**

**Sunday, February 2, 2025**

2:00 p.m.

NYCOM Registration Desk Opens

3:30 p.m.

**NYCOM POLICY COMMITTEE MEETINGS**

All attendees are encouraged to participate.

- Finance
- Employee Relations and Public Safety
- Government Operations and Community Development
- Energy, Environment and Technology

5:00 p.m.

**PLENARY SESSION**

- Briefing on Governor Hochul's Proposed State Budget

6:00 p.m.

**RECEPTION-STYLE DINNER**

# Monday, February 3, 2025

7:00 a.m.

Breakfast

7:30 a.m.

NYCOM Registration Desk Opens

8:30 a.m.

## EARLY RISER ROUNDTABLES

- New Officials Open Forum
- Women's Advisory Committee

9:45 a.m.

## GENERAL SESSION

- Insights from Statewide Elected Officials

11:15 a.m.

## CONCURRENT WORKSHOPS

- Innovative Solutions for Emergency Medical Service Delivery
- Lead Service Line Replacement
- TIF: Tax Exemptions and Other Economic Development Tools

12:30 p.m.

Lunch

1:45 p.m.

## CONCURRENT WORKSHOPS

- Drinking Water Source Protection
- Accessing State Funding for Economic Development and Infrastructure
- Navigating the Challenges Surrounding Local Code Enforcement

3:15 p.m.



## CONCURRENT WORKSHOPS

- Intermunicipal Agreements: Understanding the Risk
- Resources and Strategies for Successful Housing Development
- Using Infrastructure to Lay the Foundation for Community Revitalization

4:30 - 5:30 p.m.

## NETWORKING RECEPTION

**Tuesday, February 4, 2025**

8:00 a.m.

NYCOM Registration Desk Opens

8:00 a.m.

## EARLY RISER ROUNDTABLE

- Discussion of NYCOM Policy Committees

8:30 a.m.

## CONCURRENT WORKSHOPS

- Exploring Retiree Health Care Solutions
- Strategies and Best Practices for Worker Safety
- Leveraging Management Rights in a Collective Bargaining Agreement

(as of 12/13/24)

## CONFERENCES & WORKSHOPS

ANNUAL MEETING & TRAINING SCHOOL

WINTER LEGISLATIVE MEETING

FALL TRAINING SCHOOL

PUBLIC WORKS SCHOOL

REGIONAL WORKSHOPS

## WEBINARS

## VENDORS

## ELECTED OFFICIALS ACADEMY

## MEETING RESOURCES

MAYOR BILL KELLY LEADERSHIP EDUCATION SCHOLARSHIP FUND

PROFESSIONAL CERTIFICATIONS

[CONTACT DIRECTOR OF EVENTS](#)

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# City of Mount Vernon, New York

## Staff Report

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File #: TMP -1116

Agenda Date: 1/8/2025

Agenda #: 3 -

A

### City Council:

#### **AN ORDINANCE AUTHORIZING THE LEASE AGREEMENT FOR OFFICE SPACE AT 6 GRAMATAN AVENUE, SUITE 203, MOUNT VERNON, NY 10550**

**Whereas**, by letter dated December 23, 2024, the Commissioner of the Department of Public Works has requested legislation authorizing the Mayor to enter into a lease agreement for office space at 6 Gramatan Avenue, Suite 203, Mount Vernon, NY 10550, for a term commencing on June 1, 2025, and concluding on May 31, 2027, under the terms outlined below; and

**Whereas**, the Department of Public Works (“DPW”) and the Board of Water Supply (“BOW”) are tasked with completing the City’s Sewer Rehabilitation and Lead Service Line Replacement projects; and

**Whereas**, the DPW and BOW require office space to accommodate the personnel and equipment necessary to manage these projects efficiently; and

**Whereas**, the current space at 6 Gramatan Avenue, Suite 203, Mount Vernon, NY 10550, has been identified as suitable for housing 5-10 personnel, with the lease terms spanning from June 1, 2025, through May 31, 2027; and

**Whereas**, the funding for this lease will be sourced from grant-funded monies provided by the New York State Environmental Facilities Corporation (“NYSEFC”), ensuring no additional burden on local taxpayers; and

**Whereas**, the funds will be deposited into Revenue Code A3902 and appropriated to DPW Budget Code A1440.405, with an aggregate funding amount of \$500,000 available for the lease period; and

**Whereas**, the lease terms include an annual base rent of \$57,288.60 in Year 1 and \$59,007.26 in Year 2, with monthly installments payable at the lessee’s discretion; and

**Whereas**, this office space will facilitate the work of essential project personnel, including the City Engineer, Stormwater Coordinator, Sewers Foreman, BOW Administrator, BOW Field Coordinator, and BOW Data Entry Clerk; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization.** The Mayor is hereby authorized to enter into a lease agreement for office space at 6 Gramatan Avenue, Suite 203, Mount Vernon, NY 10550, for a term commencing on June 1, 2025, and concluding on May 31, 2027, under the terms outlined below:

1. **Lease Year 1:** Base Rent of \$57,288.60, payable in monthly installments of \$4,774.05.

2. **Lease Year 2:** Base Rent of \$59,007.26, payable in monthly installments of \$4,917.27.

3. Utility and maintenance are to be included as stipulated in the lease agreement.

**Section 2. Funding.** Lease payments shall be funded through grant monies from the New York State Environmental Facilities Corporation, with funds deposited into Revenue Code A3902 and appropriated to DPW Budget Code A1440.405 for the lease period. Payments shall be made monthly or quarterly at the lessee's discretion.

**Section 3. Use of Space.** The leased space shall be used exclusively to support the personnel and operations associated with the City's Sewer Rehabilitation and Lead Service Line Replacement projects. The following personnel shall initially be stationed at the location, with additional personnel added as project needs evolve:

1. City Engineer
2. Stormwater Coordinator
3. Sewers Foreman
4. BOW Administrator
5. BOW Field Coordinator
6. BOW Data Entry Clerk

**Section 4. Effective Date.** This ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.  
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH  
*Commissioner*

ROBERT L. HACKETT  
*Deputy Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

December 23, 2024

Honorable City Council  
One Roosevelt Square  
City of Mount Vernon, New York  
(Through the Office of the Mayor)

Re: Authorization for The Department of Public Works and the MV Board of Water Supply to Lease Office Space At 6 Gramatan Avenue, Suite 203 for a Period of (24) Months Via Funding Provided by The NYS Environmental Facilities Corporation

Honorable City Council,

The Department of Public Works ("DPW") and the Board of Water Supply ("BOW") are currently leasing office space at 6 Gramatan Avenue, Mount Vernon NY 10550 which is being paid for by grant funded monies via New York State Environmental Facilities Corporation. The purpose of this office space is facilitating personnel and equipment tasked with completing the City's overall Sewer Rehabilitation and Lead Service Line Replacement projects. Along with the influx of funding toward capital projects, we have also begun staffing the personnel necessary to administrate these projects.

Due to the lack of space available within City Hall, the DPW and BOW identified this office space that can accommodate 5-10 personnel over an additional two (2) year lease period at 6 Gramatan Avenue – Suite 203, Mt. Vernon, NY from **June 1, 2025, thru May 31, 2027**

Initially, the following personnel will be stationed within this new leasing space with more personnel added as the project and departmental needs progress:

- City Engineer
- Stormwater Coordinator
- Sewers Foreman
- BOW Administrator
- BOW Field Coordinator
- BOW Data Entry Clerk

The terms of agreement are stated below for Base Rent and Utilities, with a 3% increase for Year 2:

- Lease Year 1 - \$57,288.60 / Monthly Installment - \$4,774.05
- Lease Year 2 - \$59,007.26 / Monthly Installment - \$4,917.27

*"The Jewel of Westchester"*



CITY OF MOUNT VERNON, N.Y.  
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH  
*Commissioner*

ROBERT L. HACKETT  
*Deputy Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

Funds for the subject are available via the New York State Environmental Corporation ("NYSEFC") in the aggregate amount of **\$500,000**. The funds will be deposited into Revenue Code A3902 to be appropriated to DPW Budget Code A1440.405 throughout the contract period to be paid in monthly or quarterly amounts at the discretion of the lessee.

Respectfully,

Damani L. Bush  
Commissioner of Public Works  
DB/db

CC: Comptroller's Office  
Board of Water Supply  
Corporation Counsel  
Grants Office  
Engineering Bureau  
File

*"The Jewel of Westchester"*



# City of Mount Vernon, New York

## Staff Report

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File #: TMP -1000  
A

Agenda Date: 1/8/2025

Agenda #: 4 -

### City Council:

### **AN ORDINANCE AUTHORIZING THE DEPARTMENT OF RECREATION TO CO-SPONSOR THE ANTIGUA AND BARBUDA INTERNATIONAL CULTURAL ASSOCIATION (ABICA) FOOD FESTIVAL ON MAY 24, 2025**

**Whereas**, by letter dated October 29, 2024, the Deputy Commissioner of the Department of Recreation has requested legislation authorizing the Department of Recreation to co-sponsor the 2025 International Food Festival at Hartley Park on Saturday, May 24, 2025; and

**Whereas**, the Antigua and Barbuda International Cultural Association (ABICA) has requested the City of Mount Vernon's co-sponsorship of the 2025 International Food Festival to promote cultural and educational enrichment for residents; and

**Whereas**, ABICA is a community-based organization composed of Mount Vernon residents of Antiguan and Barbudan heritage, dedicated to uplifting the community through events that foster cultural awareness; and

**Whereas**, the International Food Festival will take place at Hartley Park on Saturday, May 24, 2025, and will require specific City resources, including park access, street closures, and support from various municipal departments; and

**Whereas**, the Fire Department, Department of Public Works, and Mount Vernon Police Department have reviewed the logistical requirements for the event and support its implementation, subject to compliance with applicable safety and permitting regulations; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

#### **Section 1 Definitions.**

**1. ABICA:** Antigua and Barbuda International Cultural Association, the event organizer.

**2. International Food Festival:** This cultural and educational event features local food and craft vendors, cultural activities, and family-friendly amusements.

**3. Co-sponsorship:** The City of Mount Vernon provides financial and logistical support as described in this Ordinance.

**Section 2. Event Authorization.** The City Council authorizes the Department of

Recreation to co-sponsor the 2025 International Food Festival at Hartley Park on Saturday, May 24, 2025.

**Section 3. Permitted Use of City Resources.**

**1. Park Access:** Hartley Park will be available to ABICA from 8:00 a.m. to 8:00 p.m., set up from 8:00 a.m. to 12:00 p.m., the event from 12:00 p.m. to 7:00 p.m., and cleanup from 7:00 p.m. to 8:00 p.m.

**2. Street Closures:** Oakley Avenue (at the Senior Pavilion) to Crary Avenue will be closed from 7:00 a.m. to 8:00 p.m. on May 24, 2025.

**Section 4. Support Services.**

**1. Recreation Department:**

- Provide chairs, tables, a bouncy house, and other amusement activities at an anticipated cost of \$2,500.
- Funds to be allocated from Budget Code 7620.458.

**2. Mount Vernon Police Department:**

- Auxiliary Officers to provide security. ABICA will bear the cost for officers.

**3. Mount Vernon Fire Department (MVFD):**

- Conduct pre-event safety inspections for vendors using propane, grills, or open flames.
- Ensure vendor compliance with fire safety regulations.
- Vendors must contact the Fire Prevention Office at (914) 665-2611 or 665-2612 at least one week before the event.

**4. Department of Public Works (DPW):**

- Post “No Parking” signs 72 hours before the event.
- Deliver barricades 24 hours before the event.
- Collect and dispose of all bagged trash after the event cleanup.

**Section 5. Vendor Requirements.**

1. Vendors must submit a one-day vendor permit application through ABICA’s vendor package.

2. Vendors utilizing grills, propane, or open flames must obtain pre-approval from the MVFD.

**Section 6. Compliance and Liability.** ABICA shall ensure compliance with all City ordinances and coordinate with City departments for required permits, inspections, and approvals.

**Section 7. Effective Date.** This ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.





**CITY OF MOUNT VERNON, NEW YORK**  
DEPARTMENT of RECREATION

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

City Hall  
One Roosevelt Square – Room 11  
Mount Vernon, NY, 10550  
(914) 665-2420 – Fax: (914) 665-2421

**KATHLEEN WALKER-PINCKNEY**  
*Commissioner*

**ANDRÉ G. EARLY**  
*Deputy Commissioner*

October 29, 2024

Honorable Members of the City Council  
Through the Office of the Mayor  
1 Roosevelt Square  
Mount Vernon, New York 10550

**Re: ABICA - International Food Festival**

Dear Honorable Council Members:

This letter requests that the city enact legislation allowing the Department of Recreation to co-sponsor the Antigua and Barbuda International Cultural Association (ABICA) International Food Festival on Saturday, May 24, 2025.

ABICA is a community-based organization comprised of many Mt. Vernon residents of Antiguan and Barbadian heritage with the mission to promote and uplift our community through cultural and educational events.

The International Food Festival will take place in Hartley Park and ABICA respectfully requests the following partnership provisions from the City:

- Authorization to utilize Hartley Park; the cost of the park is the co-sponsorship with the Department of Recreation from 8:00 a.m. to 8:00 p.m. (8 am-12 noon to Set-up), 12 noon-7 pm (Event time), 7 pm-8pm (Clean-up).
- We request the use of MVPD/Auxiliary Officers - the cost of which is the responsibility of ABICA.
- We are requesting street closures from Oakley Avenue (at the edge of the Senior Pavilion) to Crary Avenue on Saturday, May 24, 2025, 7:00 am – 8:00 pm. This will not affect bus routes or main thoroughfares.

The Department of Recreation will co-sponsor the Saturday event by providing chairs, tables, a bouncy house, and any other amusement activities that may be needed – anticipated costs to the City of Mount Vernon will be \$2,500.00 utilizing budget code 7620.458. Vendor spaces will be made available to local food and craft merchants on a predetermined basis. All Vendors must submit a One-day vendor permit application, which will be included in ABICA's vendor package. In addition, all vendors using propane, grills, or fire of any nature will be required to have a pre-inspection from the MVFD.

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

cc: Shawyn Patterson-Howard, Mayor  
Darren Morton, Comptroller



**CITY OF MOUNT VERNON, N.Y.**  
DEPARTMENT of PUBLIC WORKS

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 914-665-2343  
email: dpwconcerns@mountvernonny.gov

**DAMANI L. BUSH**  
*Commissioner*

**ROBERT L. HACKETT**  
*Deputy Commissioner*

**JOHN NUCULOVIC**  
*Deputy Commissioner*

November 26, 2024

Honorable City Council Members  
The City of Mount Vernon  
Mount Vernon, New York  
(Through the Office of the Mayor)

RE: The Antigua and Barbuda International Cultural Association (ABICA) International Food Festival Saturday May 24, 2025

Replying to the Department of Recreation's request for Sponsorship on Saturday May 24, 2025, for The Antigua and Barbuda International cultural Association (ABICA) International Food Festival, please be advised that the Department of Public Works is happy to support this event. DPW will place "No Parking" signs 72 hours prior to the event and drop barricades 24 hours in advance at desired location. After Recreation cleans up, the Department of Public Works will pick up bagged trash after the event.

Respectfully submitted,

John Nuculovic  
Deputy Commissioner of Public Works

JN/dg

CC: Recreation



## CITY OF MOUNT VERNON, N.Y.

Fire Department

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

**Fire Headquarters**  
470 E Lincoln Ave  
Mount Vernon, NY 10552  
(914) 665-2611 – Fax: (914) 665-2630

**Deborah M. Norman**  
*Fire Commissioner*  
**Theodore W. Beale Jr.**  
*Deputy Fire Commissioner*  
**K. Robert Odindo**  
*Chief of Operations*  
**Aaron Marable**  
*Asst. Chief of Operations*

November 26, 2024

City Clerk's Office  
City Hall, 1 Roosevelt Square  
Mount Vernon, NY 10550

RE: ABICA International Food Festival

The Fire Department supports this Annual Antigua and Barbuda International Food Festival On Saturday May 24, 2025. The Fire Dept has no issues with this treasured annual event for our citizens. Contact the Fire Department a week before the events to insure safety requirements for utilizing grills, open flames etc. is understood and in compliance for vendors to have a safe event. For any further information about grills, open cooking and 5lb fire extinguishers, contacting the Fire Prevention Office at (914)665-2611 or 665-2612 to speak with a Fire Inspector.

Respectfully,

*Deborah M. Norman*

Deborah M. Norman  
Fire Commissioner, FDMV

*"The Jewel of Westchester"*



**CITY OF MOUNT VERNON**  
**POLICE DEPARTMENT**  
***SUPPORT SERVICES DIVISION***  
(914) 665-2500 FAX (914) 665-2559



*Captain Michael Goldman*  
*Commanding Officer*

*Executive Officer*

Date: December 12, 2024

To: Office of the Police Commissioner

From: Sgt De Benedictis, Support Services Division

**Subject: ABICA International Food Festival**

Dwight Christian of the Antigua and Barbuda International Cultural Association (ABICA) has applied for a permit to hold a food festival on Friday, May 23, 2025, from 6pm till 10pm, and Saturday May 24, 2025, from 8am till 8pm. The applicant has requested that this two-day event be held at the Doles Center on May 23<sup>rd</sup> and Hartley Park on May 24<sup>th</sup>, 2025. It should be noted that this event will be hosted in collaboration with the Recreation department.

The applicant is requesting the partial closure of Oakley Avenue (at the edge of the Senior Pavilion) to Crary Avenue on Saturday, May 24, 2025, 8am-8pm. They are also requesting two Police Officers and Auxiliary Officers to be assigned to said event. The applicant expects 300 + people to attend this event.

I have not observed any public safety concerns regarding this event. The application lists Food and Beverage to be sold at this event by vendors. The applicant needs to acquire all appropriate permits prior to final approval of the applications. It is recommended that four (4) Police Officers and four (4) Auxiliary Officers be assigned to each event and Patrol Division give said locations special attention.

The Department of Public Works is to be notified to provide and remove barricades for the closure of Oakley Avenue. The Parking Bureau will be notified to place no parking signs at least seventy-two (72) hours prior to each event.

Sgt De Benedictis #3  
Support Services Division

  
12/12/24

**CC: Patrol Division**  
**Parking Bureau**



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1129

Agenda Date: 1/8/2025

Agenda #: 5 -

A

### City Council:

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK CELEBRATING *THE LIFE AND LEGACY OF* *MRS. EVELYN PAULA NELSON YOUNG***

**Whereas**, the great City of Mount Vernon, NY joins together to celebrate the life and legacy of **MRS. EVELYN PAULA NELSON YOUNG**, former First Mother of Mount Vernon; and

**Whereas**, **MRS. EVELYN PAULA NELSON YOUNG** was born on May 2, 1922, in Charleston, South Carolina, to her devoted mother, Mrs. Mable Nelson, and was called home on Christmas Eve at the extraordinary age of 102; and

**Whereas**, Mrs. Young was a proud graduate of Burke High School, where she excelled as an honor student and basketball player, and she pursued higher education at Allen University, earning a Bachelor of Arts in Elementary Education, later completing a Master's Degree in Education from Columbia University. Her remarkable career in education spanned more than 40 years, during which she served as an elementary school teacher in Charleston, at Alabama State University Laboratory School, and in the Mount Vernon, NY Public School System, where she was renowned for her dedication to academic excellence and her lasting impact on students; and

**Whereas**, Mrs. Young married the love of her life, Dr. Clinton I. Young, Sr., on June 12, 1946, they raised four children - Anne, Clinton, Jr., Carol, and Mary - imbued them with Christian values, a deep sense of community, and a steadfast commitment to God and service. Mrs. Young was a pillar of her faith communities, dedicating herself to service at Mother Emanuel A.M.E. Church in Charleston, St. John A.M.E. Church in Montgomery, and for 59 years, Mount Vernon Heights Congregational Church, where she served as a Sunday school teacher and Chair of the Deacon Board. Mrs. Young was celebrated for her culinary talents, her passion for quilting and bridge, and her love for travel, leaving a legacy of warmth, hospitality, and cherished family traditions; and

**Whereas**, Mrs. Young leaves behind her beloved children, Clinton, Jr., Carol, and Mary, grandson Ernest Amadi Nwanagu, Jr., sons-in-law Ernest A. Nwanagu, Sr. and Eric Graves, and a host of family, friends, and her church community, while being predeceased by her husband, Dr. Clinton I. Young, Sr., daughter Anne Young-Berkeley, and granddaughter Devin Nwanagu;  
**Now, Therefore, be it**

**Resolved**, that we honor and celebrate the extraordinary life of Mrs. Evelyn Paula Nelson Young, whose

dedication to faith, family, education, and community has left an indelible mark on all who were privileged to know her. This resolution is a lasting tribute to her enduring legacy, ensuring that her life's work and values will continue to inspire future generations.





# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1130  
A

Agenda Date: 1/6/2025

Agenda #: 6 -

### City Council:

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NY DESIGNATING THE JOURNAL NEWS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF MOUNT VERNON FOR THE YEAR 2025**

**WHEREAS**, Section 139A-22 of the Code of the City of Mount Vernon requires the designation of an official newspaper for the publication of legal notices, public hearings, ordinances, and other official matters of the City; and

**WHEREAS**, The Journal News is a reputable, widely circulated publication that serves the residents of Mount Vernon and provides timely and accurate reporting; and

**WHEREAS**, The City of Mount Vernon recognizes the importance of ensuring that all legal notices and public information are published in a manner that ensures transparency and accessibility for its residents; **NOW, THEREFORE, BE IT RESOLVED THAT**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**1. Designation.** The Journal News is hereby designated as the official newspaper of the City of Mount Vernon for the calendar year 2025.

**2. Purpose.** The Journal News shall be used to publish all legal notices, public hearings, ordinances, and any other matters required by law or deemed necessary for disseminating official information to the public.

**3. Term.** This designation shall be effective from January 1, 2025, through December 31, 2025, unless otherwise amended or rescinded by the City Council.

**4. Publication Standards.** All publications shall be made by applicable state and local laws governing public notices and official communications.

**5. Authorization.** The City Clerk and other relevant officials are authorized and directed to take all necessary steps to implement this Resolution.

**6. Severability.** If any clause, sentence, paragraph, or part of this Resolution shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, or part directly involved in the controversy in which such judgment shall have been rendered.

**BE IT FURTHER**

**RESOLVED**, that the City Clerk is directed to forward a certified copy of this Resolution to The Journal News and all other parties as may be required.

**RESOLVED**, that this resolution shall take effect immediately.





# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1036

Agenda Date: 1/8/2025

Agenda #: 7 -

A

### City Council:

### **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF WESTCHESTER FOR FUNDING THE FUN FILLED SUMMER PARK ACTIVATION PROGRAM**

**Whereas**, by letter dated November 19, 2024, the Deputy Commissioner of the Department of Recreation has requested legislation authorizing the Mayor to enter into an agreement with the County of Westchester to receive and utilize \$8,436.00 in grant funding for the Fun Filled Summer Park Activation Program for the period of July 1, 2025, through August 31, 2025; and

**Whereas**, the County of Westchester has offered a grant of \$8,436.00 to the City of Mount Vernon Recreation Department for the operation of the Fun Filled Summer Park Activation Program from July 1, 2025, through August 31, 2025; and

**Whereas**, the program provides engagement activities for youth from Monday through Thursday, 10:00 a.m. to 2:00 p.m., at various parks throughout the City of Mount Vernon, enhancing recreational opportunities and community engagement; and

**Whereas**, the funds provided under this agreement are to be deposited into Revenue Account A2229.15 (Westchester County-funded recreation grants) and appropriated to accounts A7310.104 (youth program salary - part-time) and A7310.458 (equipment, trips, guest speakers, and supplies) to support program operations; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization.** The Mayor is hereby authorized to enter into an agreement with the County of Westchester to receive and utilize \$8,436.00 in grant funding for the Fun Filled Summer Park Activation Program for the period of July 1, 2025, through August 31, 2025.

**Section 2. Fund Allocation.** The grant funds shall be deposited into Revenue Account **A2229.15** and appropriated as follows:

1. **A7310.104** - Youth Program Salary (Part-Time): To support salaries for program staff.
2. **A7310.458** - Equipment, Trips, Guest Speakers, and Supplies: To provide necessary resources and activities for program operations.

**Section 3. Program Oversight.** The Recreation Department shall be responsible for the administration and oversight of the Fun Filled Summer Park Activation Program and shall provide a

report to the City Council summarizing program outcomes and the utilization of funds.

**Section 4. Effective Date.** This ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, NEW YORK  
DEPARTMENT of RECREATION

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall  
One Roosevelt Square – Room 11  
Mount Vernon, NY, 10550  
(914) 665-2420 – Fax: (914) 665-2421

KATHLEEN WALKER-PINCKNEY  
*Commissioner*  
**ANDRE' EARLY**  
*Deputy Commissioner*

November 19, 2024

Honorable Members of the City Council  
Through the Office of the Mayor  
City Hall  
Mount Vernon, NY 10550

**RE: 2025 Fun Filled Summer**

Dear Honorable Members:

This letter comes to request that the City Council enact legislation that would enable the mayor to enter into agreement with The County of Westchester.

Under this program, the City of Mount Vernon Recreation Department will receive \$8,436.00 for the operation of the Fun Filled Summer (Park Activation Program) for the period of July 1, 2025 to August 31, 2025. This Program runs Monday thru Thursday from 10:00am – 2:00pm at Various parks throughout the City of Mt Vernon.

These funds are to be deposited into revenue account A2229.15 (Westchester County funded recreation grants) for appropriation in A7310.104 (youth program salary – part-time) and A7310.458 (equipment, trips, guest speakers, and supplies).

Thank you for your cooperation in this matter.

Sincerely,

  
Andre' Early  
Deputy Commissioner

CC: Shawyn Patterson-Howard, Mayor  
Darren Morton, Comptroller  
Brian Johnson, Corporation Council  
File



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1102  
A

Agenda Date: 1/8/2025

Agenda #: 8 -

### City Council:

#### **AN ORDINANCE AUTHORIZING THE ATTENDANCE OF YOUTH BUREAU STAFF AND YOUTH AT THE ANNUAL ASSOCIATION OF NEW YORK STATE YOUTH BUREAUS (ANYSYB) YOUTH LEADERSHIP FORUM**

**Whereas**, by letter dated December 16, 2024, the Deputy Director of the Youth Bureau has requested legislation authorizing three (3) Youth Bureau staff members and five (5) youth to attend the Annual ANYSYB Youth Leadership Forum in Troy, NY, on February 3rd and 4th, 2025; and

**Whereas**, the Annual Association of New York State Youth Bureaus (ANYSYB) Youth Leadership Forum is scheduled to be held at the Hilton Garden Inn, 235 Hoosick Street, Troy, NY, on February 3rd and 4th, 2025; and

**Whereas**, this Forum includes interactive leadership and educational seminars for youth (ages 12 and older) and Youth Bureau personnel from New York State, offering participants opportunities to engage in teambuilding exercises, group discussions, advocacy training, and interactions with Assembly and Senate elected officials; and

**Whereas**, the City of Mount Vernon recognizes the importance of developing youth leadership skills and empowering youth to advocate for themselves and the City; and

**Whereas**, the total cost of the Forum, including lodging, registration fees, and transportation, will not exceed \$900.00 and will be expensed through Budget Code A7311-423; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization for Attendance.** The City Council authorizes three (3) Youth Bureau staff members and five (5) youth to attend the Annual ANYSYB Youth Leadership Forum in Troy, NY, on February 3rd and 4th, 2025.

#### **Section 2. Cost of Attendance.**

1. Registration fees for adult chaperones: \$50.00 per person, totaling \$100.00 for two (2) chaperones. The third adult's registration fee is complimentary.

2. Lodging fees: \$150.00 per room, totaling \$600.00 for four (4) rooms, with a complimentary fifth room provided by NYS Youth Bureaus.

3. Transportation costs: The Mt. Vernon Youth Bureau bus will be utilized. Gas will be filled up at the DPW Canal Street garage, and additional gas, tolls, and parking costs will be reimbursable at up to \$200.00.

4. The total cost shall not exceed \$900.00 and shall be exposed through the Budget Code A7311-423.

**Section 3. Transportation.** A Youth Bureau staff member will drive the bus, and as outlined in Section 2, all transportation expenses, including gas, tolls, and parking, will be reimbursed.

**Section 4. Purpose of Attendance.** This attendance aims to provide youth with leadership development opportunities, advocacy training, and the ability to engage with elected officials, fostering civic engagement and leadership within the City of Mount Vernon.

**Section 5. Effective Date.** This ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.  
MOUNT VERNON YOUTH BUREAU

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY 10550  
(914) 665-2344 – Fax: (914) 665-1373  
cityofmountvernonyouthbureau@gmail.com  
HTTP://youthbureau.cmvny.com  
@mountvernonyb/ mvnyouthbureau

DEBBIE BURRELL-BUTLER, MBA  
*Executive Director*

DENA T. WILLIAMS, MPA  
*Deputy Director*

December 16, 2024

Honorable Members of the City Council  
Through the Office of the Mayor  
City Hall – Roosevelt Square  
Mount Vernon, NY 10550

Dear Honorable Members of City Council

This letter comes to respectfully request that the Honorable City Council enact legislation that will allow 3 Youth Bureau staff members and 5 youth to attend the Annual Association of New York State Youth Bureaus (ANYSYB) Youth Leadership Forum, which is scheduled to take place at the Hilton Garden Inn, located at 235 Hoosick Street, Troy, NY on February 3<sup>rd</sup> & 4<sup>th</sup>, 2025.

This Forum includes interactive leadership and educational seminars for youth (ages 12 and older) and Youth Bureau personnel from across New York State. Youth will engage in teambuilding exercises, participate in group discussions, and meet with the Assembly and Senate elected officials to show appreciation for their support. They will also learn how to advocate for the youth and the City of Mt. Vernon.

The cost of the Youth Forum includes a **registration fee** of \$50.00 per adult chaperone, totaling **\$100** for two (2) chaperones. The 3<sup>rd</sup> adult's registration fee is complementary. There is no registration fee for the youth participants to attend; **lodging fees** are \$150.00 per room, totaling **\$600.00** for four (4) rooms. There is a complementary 5<sup>th</sup> room, that is provided by the NYS Youth Bureaus. The Mt. Vernon Youth Bureau bus will be used for **transportation** and driven by a Youth Bureau staff member. Gas fill-up will be done at the DPW Canal Street garage, additional gas for the return trip, tolls, and parking while in Albany, are reimbursable and will not exceed **\$200.00**.

The entire trip including lodging, registration fees and transportation will not exceed **\$900.00** and should be expensed through budget codes, A7311-423.

Should you have any questions, please feel free to contact me at (914) 665-2393.

Sincerely,

Dena T. Williams

Cc: Shawyn Paterson-Howard, Mayor  
Darren Morton, Comptroller  
Brian Johnson, Corporation Council

# Association of New York State Youth Bureaus

*The Cornerstone of New York's Youth Development!*



## 2025 Annual Youth Leadership Forum

### ITINERARY February 3rd & 4th, 2025

#### Monday, February 3rd

**11:30am - 12:45pm**

Registration

**5:00 - 5:45pm**

Check in Rooms

**12:45 - 1:00pm**

Welcoming & Opening Remarks

**6:00 - 7:00pm**

Dinner Buffet

**1:00 - 2:00pm**

Keynote Speaker

**7:00 - 10:00pm**

Evening Activities

**2:15 - 3:15pm**

Workshop Session I

**10:00pm**

Youth report to their rooms

**3:30 - 4:30pm**

Workshop Session II

**11:00pm**

Lights out

**4:30pm**

Depart for Hotel

#### Tuesday, February 4th

**7:00 - 8:00am**

Breakfast at Hotel

**8:30am**

Depart for Capitol

**9:00am - 12:00pm**

Individual Appointments with State Representatives

**Registration Now Available  
at [ANYSYB.COM](http://ANYSYB.COM)**

**Deadline for Registering:  
January 16, 2025**



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

**File #:** TMP -1105

**Agenda Date:** 1/8/2025

**Agenda #:** 9.

### City Council:

**AN ORDINANCE AMENDING ORDINANCE NO. 4,  
AUTHORIZING THE MAYOR TO EXTEND THE  
WESTCHESTER COMMUNITY HEALTH CENTER FOR  
MENTAL HEALTH AND WELLNESS SERVICE CONTRACT  
THROUGH THE YOUTH BUREAU'S SP4OG PROGRAM**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Whereas**, by letter dated December 18, 2024, the Executive Director of the Youth Bureau has requested legislation authorizing the amendment of ORDINANCE NO. 4, ADOPTED BY THE CITY COUNCIL ON NOVEMBER 21, 2023, ENTITLED “AN ORDINANCE OF THE CITY OF MOUNT VERNON, NEW YORK AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WESTCHESTER COMMUNITY HEALTH CENTER FOR MENTAL HEALTH AND WELLNESS SERVICES” is hereby amended to read as follows:

**Whereas**, the City of Mount Vernon adopted Ordinance No. 4 on November 21, 2023, authorizing the Mayor to enter into an agreement with the Westchester Community Health Center (WCHC) for Mental Health and Wellness Services under the Safe Place 4 Our Girls (SP4OG) program, initially covering the period of December 15, 2023, to May 3, 2024, with an awarded amount of \$50,000; and

**Whereas**, the Executive Director of the Youth Bureau has been granted a one-year, no-cost allocation extension to continue the SP4OG program, resulting in a new expiration date of August 2025; and

**Whereas**, as of November 2024, the WCHC has a remaining balance of \$30,000 to fulfill its contractual services for the provision of Mental Health and Wellness services to youth through the SP4OG program; and

**Whereas**, the program funding is accounted for in Revenue Code A2229.8, and appropriations are reflected in Budget Code A7318.405 (Contracted Outside Services), with no matching obligation and funds provided as a cash advance; and

**Whereas**, the continuation and extension of this program is in the best interest of the City of Mount Vernon to ensure mental health and wellness services are provided to vulnerable youth;  
**NOW, THEREFORE, BE IT RESOLVED THAT**

The City of Mount Vernon, in City Council convened, does hereby ordains, and enacts:

**Section 1. Amendment of Ordinance No. 4.** Ordinance No. 4, entitled “An Ordinance of the City of Mount Vernon, New York Authorizing the Mayor to Enter into an Agreement with the



Westchester Community Health Center for Mental Health and Wellness Services” adopted on November 21, 2023, is hereby amended to extend the Westchester Community Health Center for Mental Health and Wellness Service contract period through the Youth Bureau’s Safe Place 4 Our Girls (SP4OG) program until August 2025.

**Section 2. Remaining Funds Allocation.** The remaining balance of \$30,000 as of November 2024 is allocated to fulfill contractual services under the amended agreement with WCHC, to be expended by Budget Code A7318.405.

**Section 3. Revenue and Appropriation Codes.** Funding for this program shall be reflected in Revenue Code A2229.8 and appropriations in Budget Code A7318.405.

**Section 4. No Matching Obligation.** This grant does not require matching funds from the City of Mount Vernon. All funds will be provided as a cash payment.

**Section 5. Effective Date.** This ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.  
YOUTH BUREAU

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 665-2344 – Fax: (914) 665-1373  
IG: mountvernonyb | FB: mvyouthbureau  
YOUTHBUREAU.CMVNY.COM

DEBBIE BURRELL-BUTLER, MBA  
*Executive Director*  
DENA T. WILLIAMS, MPA  
*Deputy Director*

December 18, 2024

Honorable Members of the City Council  
**Through the Office of the Mayor**  
City Hall – One Roosevelt Square  
Mount Vernon, NY 10550

Dear Honorable Members:

This letter respectfully requests that the City Council amend Ordinance No. 4, adopted on November 21, 2023, authorizing the Mayor to extend the contract period for the Westchester Community Health Center for Mental Health and Wellness Service through the Youth Bureau's SP4OG Program until **August 2025**.

The Executive Director was granted a no-cost allocation extension for one year to continue the Safe Place 4 Our Girls Program (SP4OG). The Westchester Community Health Center original dates were from December 15, 2023, to May 3, 2024, with an awarded amount of \$50,000. As of November 2024, the WCHC has a remaining balance of **\$30,000** to fulfill its contractual services.

Funds for this program are to be accounted for in the revenue code A2229.8 for appropriations in budget code A7318.405 (Contracted Outside Services) **There is no matching obligation for this grant and funds are cash advance**. Should you require further information, please feel free to contact me at (914) 665-2344 or by email at [Dburrell@cmvny.com](mailto:Dburrell@cmvny.com). I will also be present at the city council meeting.

Sincerely,

*Debbie Burrell-Butler,*

Debbie Burrell-Butler  
Executive Director, MBA

**Cc:** Shawyn Patterson-Howard, Mayor  
Darren M. Morton, Comptroller  
Brian Johnson, Corporation Counsel  
MVYB files

**Enclosed:** Extended Award Letter  
Ordinance No. 21



CITY OF MOUNT VERNON, N.Y.  
YOUTH BUREAU

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 665-2344 – Fax: (914) 665-1373  
IG: mountvernonyb | FB: mvyouthbureau  
YOUTHBUREAU.CMVNY.COM

DEBBIE BURRELL-BUTLER, MBA  
*Executive Director*  
DENA T. WILLIAMS, MPA  
*Deputy Director*

December 18, 2024

Honorable Members of the City Council  
**Through the Office of the Mayor**  
City Hall – One Roosevelt Square  
Mount Vernon, NY 10550

Dear Honorable Members:

This letter respectfully requests that the City Council amend Ordinance No. 4, adopted on November 21, 2023, authorizing the Mayor to extend the contract period for the Westchester Community Health Center for Mental Health and Wellness Service through the Youth Bureau's SP4OG Program until **August 2025**.

The Executive Director was granted a no-cost allocation extension for one year to continue the Safe Place 4 Our Girls Program (SP4OG). The Westchester Community Health Center original dates were from December 15, 2023, to May 3, 2024, with an awarded amount of \$50,000. As of November 2024, the WCHC has a remaining balance of **\$30,000** to fulfill its contractual services.

Funds for this program are to be accounted for in the revenue code A2229.8 for appropriations in budget code A7318.405 (Contracted Outside Services) **There is no matching obligation for this grant and funds are cash advance**. Should you require further information, please feel free to contact me at (914) 665-2344 or by email at [Dburrell@cmvny.com](mailto:Dburrell@cmvny.com). I will also be present at the city council meeting.

Sincerely,

*Debbie Burrell-Butler,*

Debbie Burrell-Butler  
Executive Director, MBA

**Cc:** Shawyn Patterson-Howard, Mayor  
Darren M. Morton, Comptroller  
Brian Johnson, Corporation Counsel  
MVYB files

**Enclosed:** Extended Award Letter  
Ordinance No. 21



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1103  
A

Agenda Date: 12/23/2024

Agenda #: 10 -

### City Council:

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF MOUNT VERNON ISSUING A  
NOTICE OF COMPLETION AND SCHEDULING  
A PUBLIC HEARING ON THE FINAL GENERIC  
ENVIRONMENTAL IMPACT STATEMENT  
AND ZONING PETITION FOR THE PROPOSED  
DOWNTOWN TRANSIT ORIENTED ARTS DISTRICT (DTOAD)**

**WHEREAS**, the City of Mount Vernon (“City”) and 20 S. 2<sup>nd</sup> Square CMV, LLC (“Petitioner”) entered into a Land Disposition Agreement, dated July 2, 2021, as amended (“Agreement”), in connection with the development of approximately 340,000 square feet of mixed residential development and other amenities, approximately 320 mixed market rate and affordable housing, and up to 18,000 square feet of non-residential community space (“Development Project”); and

**WHEREAS**, to facilitate the Development Project, Petitioner submitted a Rezoning Petition for Zoning Map and Text Amendment, dated December 3, 2021, seeking to rezone approximately forty-one (41) tax parcels of property between East 1st and East 2nd Streets and between South 1st and South 3rd Avenue (“Property”), including certain City-owned parcels, as a new transit-oriented district to be called the Downtown Transit Oriented Arts District (“DTOAD”) (“Zoning Petition,” together with the Development Project, the “Proposed Action”); and

**WHEREAS**, the Property is currently located in the Downtown Business (DB) and Multifamily Residence (RMF-10) zoning districts; and

**WHEREAS**, the Proposed Action is a Type I Action, and Petitioner, pursuant to the Agreement, agreed to conduct a full environmental review in connection with and pursuant to SEQRA and its implementing regulations; and

**WHEREAS**, the City Council is embarking on a study to create a Comprehensive Plan for the Mount Vernon East Downtown Area; and

**WHEREAS**, pursuant to the Comprehensive Plan process, on January 24, 2024, the City Council adopted a Downtown Vision Report; and

**WHEREAS**, the Proposed Action shall be consistent with the Downtown Vision Report, which recommends medium (up to 12 stories) to high density (up to 15 stories) for the area of the City in which the Property is located; and

**WHEREAS**, the City Council adopted a Resolution on January 26, 2022, declaring its intent to act as Lead Agency under SEQRA for the Proposed Action; and

**WHEREAS**, the City Council adopted a Resolution on June 28, 2023, issuing a Notice of Completion and scheduling a public hearing on the Draft Generic Environmental Impact Statement (“DGEIS”) for the Proposed Action in accordance with SEQRA (6 N.Y.C.R.R. Section 617.9(a)(2)); and

**WHEREAS**, the DGEIS examined the potential significant adverse environmental impacts of the Proposed Action; and

**WHEREAS**, the City Council held public hearings on the DGEIS on August 9, 2023, and December 13, 2023, and accepted written comments on the DGEIS through December 27, 2023; and

**WHEREAS**, Petitioner has reduced the scale and footprint of the Proposed Action in response to public comments on the DGEIS, which modifications are described and studied in a Final Generic Environmental Impact Statement (“FGEIS”) that was submitted to the City Council on August 13, 2024; and

**WHEREAS**, as modified, the Proposed Action currently consists of approximately 307,932 s.f. of mixed residential development and other amenities, including 272 mixed-income residential apartments, approximately 11,630 s.f. of community facility space, and 109 parking spaces; and

**WHEREAS**, the FGEIS examines the potential significant adverse environmental impacts of the Proposed Action, including the proposed DTOAD zoning code and zoning map amendments, as well as the proposed site-specific Development Project; and

**WHEREAS**, even though SEQRA does not require a public hearing or public comment period on the FGEIS, the City Council has determined to hold a public hearing and accept public comments given the interest regarding the Proposed Action and the Project modifications following the DGEIS, as well as that a public hearing is otherwise required for the Zoning Petition; and

**WHEREAS**, the City Council, its independent consultants, and special counsel reviewed the FGEIS to determine whether to accept it as complete for the purpose of distributing it to the public; and

**WHEREAS**, the City Council, its planning consultants, and special counsel identified deficiencies in the FGEIS; and

**WHEREAS**, on October 11, 2024, the City Council provided Petitioner with written comments on the FGEIS, and directed Petitioner to address the Council’s comments in a revised FGEIS; and

**WHEREAS**, the City Council’s comments related to, among other things, parking, the elimination of the artist live/work units, and visual analysis of the other potential development sites within DTOAD; and

**WHEREAS**, on October 31, 2024, Petitioner resubmitted a revised FGEIS, which addressed the aforementioned comments; and

**WHEREAS**, the City Council, its planning consultants, and special counsel reviewed the resubmitted FGEIS for completeness; and

**WHEREAS**, Petitioner made a presentation to City Council on December 9, 2024 regarding the FGEIS; and

**WHEREAS**, the City Council raised additional comments on the FGEIS during the presentation, including with respect to parking, public access to community facility space, and arts programming; and

**WHEREAS**, on December 10, 2024, the City Council directed Petitioner to respond to the additional comments raised during the presentation in a further revised FGEIS; and

**WHEREAS**, on December 13, 2024, Petitioner resubmitted the FGEIS, which was revised to address the aforementioned comments; and

**WHEREAS**, the City Council, its planning consultants, and special counsel reviewed the resubmitted FGEIS for completeness; **NOW, THEREFORE, BE IT**

**RESOLVED**, that the City Council of Mount Vernon, as Lead Agency under SEQRA, hereby determines that the information submitted in the FGEIS, dated December 13, 2024, is complete for the purpose of holding a joint public hearing on the FGEIS and Zoning Petition; **BE IT FURTHER**

**RESOLVED**, that the City Council directs that the FGEIS, and the Notice of Completion and Notice of Public Hearing for the FGEIS relative to the Proposed Action, shall be filed, published, and circulated in accordance with the requirements of 6 N.Y.C.R.R. Section 617.12, notifying the public, among other things, that (i) the City Council shall hold a Public Hearing on the FGEIS on February 12, 2025, at 7:00 p.m. in City Hall, 1 Roosevelt Square N, Mount Vernon, New York, 10550, and at such other times and dates thereafter to which the hearing may be adjourned, where public comment will be heard regarding the FGEIS, and (ii) written comments on the FGEIS are requested, and will be accepted by the City Council at least up to ten (10) days following the close of the Public Hearing; **BE IT FURTHER**

**RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to publish the Notice of Completion and Notice of Public Hearing at least fourteen (14) calendar days in advance of the hearing date in a newspaper of general circulation, as well as published as required in the Environmental Notice Bulletin; **BE IT FURTHER**

**RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to have copies of the FGEIS filed with the New York State Department of Environmental Conservation, the Mount Vernon Public Library, and the Office of the Clerk of the City of Mount Vernon for public review; **BE IT FURTHER**

**RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to have the FGEIS and a copy of the Notice of Completion and Notice of Public Hearing circulated to all involved and interested agencies; **BE IT FURTHER**

**RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to have the FGEIS posted on the City's website at <https://cmvny.com/>; **BE IT FURTHER**

**RESOLVED**, that City of Mount Vernon staff, consultants and/or special counsel shall take all

steps necessary to implement this Resolution and to take such other and further action as may be necessary to enable the City Council to meet its obligations as Lead Agency or as otherwise might be appropriate in its role as Lead Agency; **BE IT FURTHER**

**RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall also arrange to fulfill the public notice requirements set forth in Article XI of the City of Mt. Vernon Zoning Code regarding the Public Hearing for the Zoning Petition, which Hearing shall be held jointly with the SEQRA Hearing on February 12, 2025, at 7:00 p.m. in City Hall, 1 Roosevelt Square N, Mount Vernon, New York, 10550; **BE IT FURTHER**

**RESOLVED**, that while the City Council is amenable to the SEQRA process continuing for the Proposed Action simultaneously with the City's Comprehensive Plan process, especially in light of the adoption of the Downtown Vision Report, the City Council reserves its discretion not to issue a final SEQRA determination or other approvals for the Development Project and the Zoning Petition until such time as the Comprehensive Plan process is completed or otherwise to the satisfaction of the Council; **BE IT FURTHER**

**RESOLVED**, that this Resolution shall take effect immediately.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON  
ISSUING A NOTICE OF COMPLETION AND SCHEDULING A PUBLIC HEARING  
ON THE FINAL GENERIC ENVIRONMENTAL IMPACT STATEMENT  
AND ZONING PETITION FOR THE PROPOSED  
DOWNTOWN TRANSIT ORIENTED ARTS DISTRICT (DTOAD)**

**WHEREAS**, the City of Mount Vernon (“City”) and 20 S. 2<sup>nd</sup> Square CMV, LLC (“Petitioner”) entered into a Land Disposition Agreement, dated July 2, 2021, as amended (“Agreement”), in connection with the development of approximately 340,000 square feet of mixed residential development and other amenities, approximately 320 mixed market rate and affordable housing, and up to 18,000 square feet of non-residential community space (“Development Project”); and

**WHEREAS**, to facilitate the Development Project, Petitioner submitted a Rezoning Petition for Zoning Map and Text Amendment, dated December 3, 2021, seeking to rezone approximately forty-one (41) tax parcels of property between East 1st and East 2nd Streets and between South 1st and South 3rd Avenue (“Property”), including certain City-owned parcels, as a new transit oriented district to be called the Downtown Transit Oriented Arts District (“DTOAD”) (“Zoning Petition,” together with the Development Project, the “Proposed Action”); and

**WHEREAS**, the Property is currently located in the Downtown Business (DB) and Multifamily Residence (RMF-10) zoning districts; and

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**WHEREAS**, the City Council is embarking on a study to create a Comprehensive Plan for the Mount Vernon East Downtown Area; and

**WHEREAS**, pursuant to the Comprehensive Plan process, on January 24, 2024, the City Council adopted a Downtown Vision Report; and

**WHEREAS**, the Proposed Action shall be consistent with the Downtown Vision Report, which recommends medium (up to 12 stories) to high density (up to 15 stories) for the area of the City in which the Property is located; and

**WHEREAS**, the City Council adopted a Resolution on January 26, 2022, declaring its intent to act as Lead Agency under SEQRA for the Proposed Action; and

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**WHEREAS**, the DGEIS examined the potential significant adverse environmental impacts



of the Proposed Action; and

**WHEREAS**, the City Council held public hearings on the DGEIS on August 9, 2023, and December 13, 2023, and accepted written comments on the DGEIS through December 27, 2023; and

**WHEREAS**, Petitioner has reduced the scale and footprint of the Proposed Action in response to public comments on the DGEIS, which modifications are described and studied in a Final Generic Environmental Impact Statement (“FGEIS”) that was submitted to the City Council on August 13, 2024; and

**WHEREAS**, as modified, the Proposed Action currently consists of approximately 307,932 s.f. of mixed residential development and other amenities, including 292 mixed-income residential apartments, approximately 11,630 s.f. of community facility space, and 109 parking spaces; and

**WHEREAS**, the FGEIS examines the potential significant adverse environmental impacts of the Proposed Action, including the proposed DTOAD zoning code and zoning map amendments, as well as the proposed site-specific Development Project; and

**WHEREAS**, even though SEQRA does not require a public hearing or public comment period on the FGEIS, the City Council has determined to hold a public hearing and accept public comments given the interest regarding the Proposed Action and the Project modifications following the DGEIS, as well as that a public hearing is otherwise required for the Zoning Petition; and

**WHEREAS**, the City Council, its independent consultants, and special counsel reviewed the FGEIS to determine whether to accept it as complete for the purpose of distributing it to the public; and

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**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Mount Vernon, as Lead Agency under SEQRA, hereby determines that the information submitted in the FGEIS, dated December 13, 2024, is complete for the purpose of holding a joint public hearing on the FGEIS and Zoning Petition; and

**BE IT FURTHER RESOLVED**, that the City Council directs that the FGEIS, and the attached Notice of Completion and Notice of Public Hearing for the FGEIS relative to the Proposed Action, shall be filed, published and circulated in accordance with the requirements of 6 N.Y.C.R.R. Section 617.12, notifying the public, among other things, that (i) the City Council shall hold a Public Hearing on the FGEIS on February 12, 2025, at 7:00 p.m. in City Hall, 1 Roosevelt Square N, Mount Vernon, New York, 10550, and at such other times and dates thereafter to which the hearing may be adjourned, where public comment will be heard regarding the FGEIS, and (ii) written comments on the FGEIS are requested, and will be accepted by the City Council at least up to ten (10) days following the close of the Public Hearing; and

**BE IT FURTHER RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to publish the Notice of Completion and Notice of Public Hearing at least fourteen (14) calendar days in advance of the hearing date in a newspaper of general circulation, as well as published as required in the Environmental Notice Bulletin; and

**BE IT FURTHER RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to have copies of the FGEIS filed with the New York State Department of Environmental Conservation, the Mount Vernon Public Library, and the Office of the Clerk of the City of Mount Vernon for public review; and

**BE IT FURTHER RESOLVED**, that the City Clerk, with the assistance of the City Council's consultants and special counsel, shall arrange to have the FGEIS and a copy of the Notice of Completion and Notice of Public Hearing circulated to all involved and interested agencies; and

**BE IT FURTHER RESOLVED**, that the City Clerk, with the assistance of the City Council’s consultants and special counsel, shall arrange to have the FGEIS posted on the City’s website at <https://cmvny.com/>; and

**BE IT FURTHER RESOLVED**, that City of Mount Vernon staff, consultants and/or special counsel shall take all steps necessary to implement this Resolution and to take such other and further action as may be necessary to enable the City Council to meet its obligations as Lead Agency or as otherwise might be appropriate in its role as Lead Agency; and

**BE IT FURTHER RESOLVED**, that the City Clerk, with the assistance of the City Council’s consultants and special counsel, shall also arrange to fulfill the public notice requirements set forth in Article XI of the City of Mt. Vernon Zoning Code regarding the Public Hearing for the Zoning Petition, which Hearing shall be held jointly with the SEQRA Hearing on February 12, 2025, at 7:00 p.m. in City Hall, 1 Roosevelt Square N, Mount Vernon, New York, 10550.

**BE IT FURTHER RESOLVED**, that while the City Council is amenable to the SEQRA process continuing for the Proposed Action simultaneously with the City’s Comprehensive Plan process, especially in light of the adoption of the Downtown Vision Report, the City Council reserves its discretion not to issue a final SEQRA determination or other approvals for the Development Project and the Zoning Petition until such time as the Comprehensive Plan process is completed or otherwise to the satisfaction of the Council; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

	_____ Council Person
APPROVED AS TO FORM	THIS RESOLUTION ADOPTED BY CITY COUNCIL
_____ Assistant Corporation Counsel	_____ President
	Attest: _____ City Clerk
	APPROVED
_____ APPROVED	_____ Date
Dept. _____	By _____ Mayor



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

File #: TMP -1133  
A

Agenda Date: 1/8/2025

Agenda #: 11 -

### City Council:

#### **AN ORDINANCE AUTHORIZING THE TRAVEL AND EXPENSES FOR THE COUNCIL PRESIDENT DANIELLE BROWNE TO ATTEND THE 2025 NEW YORK CONFERENCE OF MAYORS AND MUNICIPAL OFFICIALS (NYCOM) WINTER LEGISLATIVE MEETING**

**Whereas**, by letter dated January 6, 2025, the Legislative Assistant to the City Council has requested legislation authorizing City Council President Danielle Browne to attend the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Meeting, to be held in Albany, NY, from February 2-4, 2025; and

**Whereas**, the City of Mount Vernon recognizes the importance of professional development and collaboration among municipal leaders to improve governance and service delivery for its residents; and

**Whereas**, the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Meeting provides an opportunity for municipal officials to engage in valuable dialogue, receive updated legislative and policy insights, and network with elected officials and legislative representatives; and

**Whereas**, Council President Danielle Browne has been invited to attend this Conference, which will enhance her ability to serve the City through the acquisition of new knowledge, resources, and relationships critical to advancing the City's interests; and

**Whereas**, the City Council recognizes the importance of supporting its elected officials in accessing such developmental opportunities; and

**Whereas**, it is estimated that the total cost of attendance, including registration, lodging, transportation, and incidental expenses, will not exceed \$1,400, and these costs will be allocated from designated budgetary accounts; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Authorization.** Council President Danielle Browne is authorized to attend the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Meeting, to be held in Albany, NY, from February 2 to February 4, 2025.

**Section 2. Allocation of Funds.** A maximum expenditure of \$1,400 is authorized for this purpose, to be allocated as follows:

- **\$410.00** for registration, conference materials, and meals, to be charged to **A1010.417 (Education and Training)**.
- **\$357.96** for lodging (\$157/night for two nights), to be charged to **A1010.402 (Travel**

Expenses).

- \$632.04 for transportation and incidental expenses, to be charged to A1010.402 (Travel Expenses).

**Section 3. Submission of Expense Report.** Council President Danielle Browne shall submit all receipts and documentation of expenditures to the City's Finance Department within 30 days of completing the trip. Any unused funds shall be returned to the City.

**Section 4. Effective Date.** This Ordinance shall take effect immediately upon its passage and approval upon its approval by the Board of Estimate & Contract.



**CITY COUNCIL**  
ONE ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
(914) 665-2352 FAX (914) 668-6044  
[www.cmvny.com](http://www.cmvny.com)

**DANIELLE BROWNE, ESQ.**  
CITY COUNCIL PRESIDENT  
[DBrowne@cmvny.com](mailto:DBrowne@cmvny.com)

---

January 6, 2025

Honorable City Council Members  
1 Roosevelt Square  
Mount Vernon, NY 10550

Re: Requesting Permission for Council President Danielle Browne to Attend the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Meeting on February 2-4, 2025, in Albany, NY.

Dear Honorable Body:

This letter comes to respectfully request that City Council approve the request for Council President Danielle Browne to attend the 2025 New York Conference of Mayors and Municipal Officials (NYCOM) Winter Legislative Meeting on February 2<sup>nd</sup> through the 4<sup>th</sup> in Albany, NY.

The Conference provides an opportunity to meet with elected officials across the State and beyond, as well as to meet with Legislative representatives. A travel fund that should not exceed \$1,400 is being requested for this trip. The funds will include the costs of \$410.00 (registration, conference materials and meals). That total of \$410.00 should be charged to A1010.417 (Education and Training). A total of \$357.96 (\$157/night) for lodging. The remaining amount of \$632.04 is for transportation and incidentals should both be expensed to A1010.402, (Travel Expenses).

If this meets with the City Council's approval, I ask that the necessary legislation be enacted to reflect this request. Thank you for your attention to this matter.

[NYCOM Winter Legislative Meeting Agenda](#)

Sincerely,

Antoinette Anderson  
Legislative Assistant to  
The City Council



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

**File #:** TMP -1141

**Agenda Date:** 1/8/2025

**Agenda #:** 12.

### City Council:

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NY APPOINTING MEMBERS TO THE CHARTER REVIEW COMMISSION, ACCORDING TO SECTION 268 OF MOUNT VERNON CITY CODE**

#### **WHEREAS:**

- The Charter of the City of Mount Vernon is the governing document establishing the structure, powers, and responsibilities of the City's municipal government; and;
- Section 268 of the Mount Vernon City Code provides for the periodic appointment of a Charter Review Commission ("Commission") to review the City Charter and recommend revisions or amendments; and;
- The establishment of the Commission ensures that the Charter remains relevant and reflective of the current needs, priorities, and aspirations of the residents of Mount Vernon; and;
- The City of Mount Vernon recognizes the importance of public engagement and expert consultation in reviewing the Charter to ensure it adheres to best practices in municipal governance; and
- Section 268 mandates the appointment of a Commission no later than every tenth year following the expiration of the previous Commission's term to guarantee continued evaluation and modernization of the City Charter; and;
- The City Council is empowered to appoint members to the Commission and is now prepared to take action to fulfill this requirement; and;
- The Honorable Body has been presented with the names of **Erin McGarry** and **Susan Lally** for appointment to the Charter Review Commission.

#### **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:**

**Section 1. Appointment of Members to the Charter Review Commission.** The following individuals are hereby appointed as members of the Mount Vernon Charter Review Commission under Section 268 of the City Code:

1. **Erin McGarry**
2. **Susan Lally**

**Section 2 Composition and Responsibilities of the Commission.** The Mount Vernon Charter Review Commission shall consist of 15 members, appointed as required by law. The

Commission shall:

1. Conduct a thorough review of the current City Charter.
2. Engage the public and relevant stakeholders in discussing potential revisions or amendments.
3. Submit recommendations for revisions or amendments to the City Council for consideration and, if necessary, for voter approval under applicable laws.

**Section 3. Future Appointments and Commission Review.** Under Section 268 of the City Code:

1. The Commission shall be re-appointed no later than every tenth year following the expiration of this Commission's term.
2. The City Council shall appoint additional members to fill the remaining seats on the current Commission to ensure full representation as required by law.

**Section 4. Effective Date.** This Resolution shall take effect immediately.





**CITY OF MOUNT VERNON, NEW YORK**  
OFFICE OF THE CITY CLERK  
ONE ROOSEVELT SQUARE, ROOM 104  
MOUNT VERNON, NY 10550

City Clerk

(914) 665-2352  
Fax (914) 668-6044  
[www.cmvny.com](http://www.cmvny.com)

**NICOLE BONILLA, MBA**  
Deputy City Clerk

January 8, 2025

Honorable City Councilmembers  
Mount Vernon City Hall  
One Roosevelt Square North  
Mount Vernon, New York 10550

In reference to: Appointment to Charter Review Commission

Honorable City Councilmembers:

This letter is to request in accordance with section 268 of the Mount Vernon City Code which provides for the appointment of the members of the Charter Review Commission.

*A Mount Vernon Charter Review Commission ("Commission") composed of 15 members shall be appointed, and no later than every 10th year thereafter following the expiration of the term of this Commission a later separate Commission shall be appointed, as herein provided, to review the existing Charter of the City and recommend revision of or amendment to the Charter to the residents of the City of Mount Vernon.*

The honorable body is being asked to enact legislation to appoint the following members:

- Erin McGarry
- Susan Lally

Sincerely,

Nicole Bonilla, MBA  
Deputy City Clerk



# City of Mount Vernon, New York

## Staff Report

1 ROOSEVELT SQ. RM.  
104  
CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

**File #:** TMP -1142

**Agenda Date:** 1/8/2025

**Agenda #:** 13.

### City Council:

#### **AN ORDINANCE AUTHORIZING THE SUBMISSION OF THE LIST OF DELINQUENT TAXES AND APPROVING PROCEDURES FOR TAX LIEN SALES AND IN REM FORECLOSURE PROCEEDINGS**

**Whereas**, by letter dated December 19, 2024, the Comptroller has requested legislation authorizing the City Council to acknowledge receipt of the List of Delinquent Taxes as submitted on December 19, 2024; and

**Whereas**, pursuant to Chapter 783 of the Laws of New York governing foreclosure proceedings in the City of Mount Vernon, the City Council is authorized to implement processes for the collection of delinquent property taxes, interest, and penalties; and

**Whereas**, as of December 19, 2024, the City of Mount Vernon has a total of \$51 million in outstanding property taxes, interest, and penalties, including \$26.9 million in property taxes and \$24.6 million in interest and penalties; and

**Whereas**, the City has prepared a comprehensive List of Delinquent Taxes identifying properties subject to tax lien sale or foreclosure proceedings, categorized as follows:

- Properties with two or more years of tax liens;
- Properties requesting installment plans for repayment; and
- Properties requiring exclusion from tax lien sales due to unresolved tax discrepancies, bankruptcies, or other legal matters; and

**WHEREAS**, the proposed legislative process requires the submission of these lists for review and approval at a City Council meeting, with final action to be taken no sooner than seven days after the initial agenda appearance; and

**WHEREAS**, the City has analyzed the delinquent tax categories and the anticipated outcomes of advancing both a tax lien sale and In Rem Foreclosure proceedings, as follows:

	<b>Taxes Due</b>	<b>Interest &amp; Penalties</b>	<b>Total Due Amount</b>
Installment Plan Request	10,679,932.44	7,286,496.34	17,966,428.78
Commercial/Non-Residential	6,047,578.84	4,587,051.08	10,634,629.92
Residential (more than 5 years)	5,628,804.40	4,354,668.64	9,983,473.04
Residential (under 5 years)	2,246,286.99	831,818.19	3,078,105.18
Open Taxes Issues	2,171,261.78	7,440,359.21	9,611,620.99
Bankruptcy / Court Case	164,306.35	135,209.32	299,515.67

	26,938,170.80	24,635,602.78	51,573,773.58
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**Whereas**, it is anticipated that advancing the sale of tax liens for commercial/non-residential properties and residential properties with five or more years of arrears will generate approximately \$20.5 million, with a minimum recoupment of \$8.9 million in outstanding taxes; and

**Whereas**, the City intends to concurrently initiate in-rem foreclosure proceedings for residential properties with less than five years of arrears, utilizing the expertise of the Law Department or an external contractor; and

**Whereas**, over 135 property owners have requested installment plans, representing \$18 million in arrears, and approximately \$10 million remains tied to unresolved tax issues; and

**Whereas**, the City Council is committed to ensuring due process and equitable treatment of all property owners, while maintaining fiscal responsibility and transparency in the administration of tax collection processes; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. List of Delinquent Taxes.** The City Council hereby acknowledges receipt of the List of Delinquent Taxes as submitted on December 19, 2024, which includes:

- Complete list of properties with two or more years of tax liens;
- List of properties requesting installment plans; and
- List of properties excluded from tax lien sale due to open tax issues, unresolved discrepancies, bankruptcies, or other legal matters.

Any updates or edits to these lists shall be submitted to the City Council prior to the commencement of foreclosure and/or tax lien proceedings.

**Section 2. Tax Lien Sale Process.** The City Council authorizes the advancement of the tax lien sale process for:

- Commercial and non-residential properties with five or more years of arrears; and
- Residential properties with five or more years of arrears.

The anticipated outcomes include:

- Recoupment of at least \$8.9 million in outstanding taxes; and
- Potential negotiation of additional revenue from interest and penalties.

**Section 3. In REM Foreclosure Process.** The City Council authorizes initiating in-rem foreclosure proceedings for residential properties with less than five years of arrears. The Law Department or a qualified third-party contractor shall be engaged to facilitate this process.

**Section 4. Payment Plan Requests and Open Issues.** The City Council acknowledges the following:

- Over 135 property owners have requested installment payment plans, representing an aggregate amount of \$18 million in arrears.
- Approximately \$10 million in arrears is tied to unresolved discrepancies, bankruptcies, or other legal matters.

The City Administration shall continue to:

- Work with property owners to obtain payment documentation;
- Review assessment records in coordination with the Assessor's Office; and
- Collaborate with title companies to resolve outstanding issues.

**Section 5. Timeline and Approval Process.** In accordance with the In Rem Law, the submitted lists shall be acted upon at a subsequent City Council meeting no sooner than seven days following their first appearance on the agenda.

**Section 6. Effective Date.** This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.



**CITY OF MOUNT VERNON, N.Y.**  
OFFICE OF THE COMPTROLLER

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**Darren M. Morton, Ed.D., CPRP, CMFO**  
*Comptroller*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 665-2303

December 19, 2024

The Honorable City Council  
City Hall  
1 Roosevelt Square  
Mount Vernon, NY 10550

**RE: COMP2024-17 – List of Delinquent Taxes**

Honorable City Council Members:

Pursuant to Chapter 783 of the Laws of New York, which governs City of Mount Vernon Foreclosure proceedings, I am submitting the request “List of Delinquent Taxes”. Additionally, I have included three lists for exclusion from the List of Delinquent Taxes, as of December 18, 2024. Any edits or updates will be submitted prior to the commencement of the foreclosure and/or tax lien proceedings.

**Summary of Taxes in Arrears**

As of December 19, 2024, the City has a total of \$51 million in outstanding property taxes, interest, and penalties. This amount is broken down as follows:

- **\$26.9 million** in property taxes
- **\$24.6 million** in interest and penalties

**Prepared List of Delinquent Taxes for Submission**

- Complete list of properties with two or more years of tax liens
- List of properties requesting an Installment Plan
- Lists of properties for removal from the tax lien listing due to open tax issues, unresolved discrepancies, bankruptcies, or other court matters

**Legislative Process and Timeline**

In accordance with the In Rem Law, the abovementioned lists are submitted for your review and approval. These lists can be acted upon at a subsequent City Council meeting, at least seven days after the meeting in which they first appear on the agenda.

Per our previous conversation, and to assist your honorable body with determining which of the properties will be approved for Tax Lien Sale verse In Rem Foreclosure, I have provided you with a breakdown by category as agreed.

## COMP2024-16 – Engagement of the services of Twilio for the provision of SMS services

	Taxes Due	Interest & Penalties	Total Due Amount
Installment Plan Request	10,679,932.44	7,286,496.34	17,966,428.78
			-
Commercial/Non-Residential	6,047,578.84	4,587,051.08	10,634,629.92
			-
Residential (more than 5 years)	5,628,804.40	4,354,668.64	9,983,473.04
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Open Taxes Issues	2,171,261.78	7,440,359.21	9,611,620.99
			-
Bankruptcy/Court Case	164,306.35	135,209.32	299,515.67
			-
	26,938,170.80	24,635,602.78	51,573,773.58

### Proposed Tax Lien Sale Approach

As discussed, if we proceed with advancing the sale of Commercial/Non-Residential properties and Residential properties with five or more years in arrears, the following outcomes are anticipated:

- **Approximately \$20.5 million** will be available for purchase through the tax lien sale process.
- It is estimated that the City would recoup at least the tax amount (\$8.9 million) and potentially negotiate additional revenue from interest and penalties.

In parallel, we will move forward with the In Rem Foreclosure process for Residential properties with under five years of arrears. This effort will require the assistance of the Law Department or a third-party contractor with expertise in In Rem Foreclosure proceedings.

### Payment Plan Requests and Open Issues

- **Payment Plans:** Over 135 property owners have requested installment plans, representing an aggregate amount of approximately \$18 million in taxes, interest, and penalties.
- **Open/Unresolved Issues:** Approximately \$10 million in arrears remains tied to open tax discrepancies, bankruptcies, or other unresolved matters. My office is actively working with property owners, including:
  - Requesting payment documentation
  - Conducting assessment record reviews with the Assessor's Office
  - Coordinating with title companies for additional research

### Next Steps

1. Confirmation on advancing the tax lien sale for Commercial/Non-Residential and Residential properties with five or more years in arrears.
2. Support for engaging necessary resources to proceed with the In Rem Foreclosure process.

Please let me know if you have any questions or require further clarification. Thank you for your attention and continued support as we work to address these critical matters.

Respectfully,



Darren M. Morton, Ed.D., CPRP, CMFO  
Comptroller

cc: Mayor Shawyn Patterson-Howard  
Corporation Counsel  
File