

# **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**

**Monday, April 7, 2025**

**7:00 PM**

**City Council Chambers**

**City Council Work Session**

**LEGISLATION AND PUBLIC WORKS**

1. **City Clerk:** Charter Review Commission: An Ordinance Authorizing the Extension of the Contract with the National Civic League (NCL) for Professional Services to Assist the 2024 Mount Vernon Charter Review Commission

**Code:** LPW

**Attachments:** [Ltr to CMV Council re NCL 3.18.2025](#)  
[3.18.2025 Procurement Justification - NCL](#)  
[NCL Charter Related Efforts](#)

2. **Mayors Office:** Office of the Mayor: An Ordinance Authorizing the Mayor to Attend the Great Lakes & St. Lawrence Cities Initiative 2025 Annual Conference in Milwaukee, Wisconsin from May 14th to May 16th, 2025

**Code:** LPW

**Attachments:** [Great Lakes and St Lawrence Conference](#)

3. **Mayors Office:** Office of the Mayor: An Ordinance Authorizing the Installation of a Total Wellness Sensory Room in City Hall's First Floor Employee Women's Bathroom

**Code:** LPW

**Attachments:** [Referral Letter - Total Wellness Sensory Room](#)

4. **Public Works:** Department of Public Works: An Ordinance Authorizing the Mayor to Accept a \$126,920 Technical Assistance Voucher from the U.S. Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program for a Citywide Traffic Signal Study

**Code:** LPW

**Attachments:** [Authorization to Accept \\$126,920. Technical Assistance Voucher from DOE](#)

5. **Public Works:** Department of Public Works: An Ordinance Authorizing the City of Mount Vernon to Host the 2025 Arbor Day Celebration in Partnership with Alpha Kappa Alpha Sorority, Inc. - Zeta Nu Omega Chapter

**Code:** LPW

**Attachments:** [Arbor day tree Planting](#)

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6. **Public Works:** Department of Public Works: An Ordinance Authorizing a Budget Line Transfer Within the Department of Public Works for Education and Training Related to Municipal Separate Storm Sewer System (MS4) Requirements
- Code:** LPW
- Attachments:** [Transfer of Funds for Stormwater Coordinator Training](#)
7. **Public Works:** Department of Public Works: An Ordinance Authorizing Internal Training of Qualified Staff for Stormwater and Sewer State Mandates and Federal Consent Decree Actions
- Code:** LPW
- Attachments:** [Request for Training Stormwater](#)
8. **Public Works:** Department Public Works: An Ordinance Authorizing the Attendance of the Department of Public Works Deputy Commissioner John Nuculovic and Laborer Jawaad Abdul-Halim at the Basic Code Enforcement Training Course
- Code:** LPW
- Attachments:** [J.Abdul Halim](#)
9. **Recreation:** Department of Recreation: An Ordinance Authorizing the City of Mount Vernon Recreation and Police Departments to Co-Sponsor "Rolling into Peace" in Hartley Park on Saturday, June 14, 2025
- Code:** LPW
- Attachments:** [MVPD Juneteenth-Rolling into peace](#)
10. **Recreation:** Department of Recreation: An Ordinance authorizing the City of Mount Vernon, through the Department of Recreation, to Co-Sponsor the Cinco de Mayo Celebration with Westchester Latino Unidos - (May 5, 2025 from 4:30 p.m. to 7:00 p.m. at Hartley Park, with the rain site designated as the Doles Center at 250 South 6th Avenue)
- Code:** LPW
- Attachments:** [cinco de mayo](#)  
[DPW Event Responses- Easter Egg](#)  
[Hunt-Cinco de Mayo](#)  
[Pd Response](#)
-

11. **Water:** Department of Water: An Ordinance Retroactively Authorizing Attendance at the 2025 Mayors Water Council Meeting

**Code:** LPW

**Attachments:** [0657\\_001](#)  
[Lancaster-MWC-External-Agenda-15](#)

### **HUMAN RESOURCES**

12. **Recreation:** Department of Recreation: An Ordinance Authorizing the Mayor to Accept Funding from the New York State Environmental Facilities Corporation (EFC) for the South Fourth Street Park Green Infrastructure Project (Project No. 2152), Execution of Necessary Agreements, and Implementation of Required Compliance Measures

**Code:** HR

**Attachments:** [NYSPRC Referral Letter for 4th Street Park as of March 14th - SIGNED](#)  
[Mount Vernon NY\\_NFC Matching Quote as of March 14th](#)  
[NYS Grant - 4th St Park\\_EPF Award Letter](#)

13. **Youth Bureau:** Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with the Flying Classroom for the Mount Vernon Youth Bureau's Solar Go Kart Summer Academy - (July 8th, 2025, to August 14, 2025 for \$45,000.00)

**Code:** HR

**Attachments:** [BITTS -Flying Classroom- SOLAR Go Kart 2025](#)  
[Weekly Schedule- Solar Kart 2025](#)

14. **Youth Bureau:** Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with Krishna Shah, CEO of Wellness with Krishna, to Provide Mental Wellness Sessions for the Ready4LIFE Program - (April 18th, 2025, to July 11, 2025 for \$10,000)

**Code:** HR

**Attachments:** [Wellness with Krishna 2025 - MVYB](#)

### **PUBLIC SAFETY AND CODES**

15. **Public Safety:** Department of Public Safety: An Ordinance Authorizing the Mayor to Enter into an Agreement with the Westchester County Department of Correction for Reimbursement of Prisoner Transportation Services for the Years 2023 and 2024

**Code:** PSC

**Attachments:** [Prisoner Transportation Referral Letter](#)

### **FINANCE AND PLANNING**

16. **Assessor:** Department of Assessment: An Ordinance Authorizing the Transfer of Funds Within the Department of Assessment Budget Lines for the Purpose of Assessor's Remapping

**Code:** FP

**Attachments:** [Transferoffund407to2040001](#)



**MOUNT VERNON CHARTER REVIEW COMMISSION  
OFFICE OF THE CITY CLERK  
1 ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
914-665-2351**

[CharterReviewCommission@mountvernonny.gov](mailto:CharterReviewCommission@mountvernonny.gov)

**Charter Commission  
Members**

Tamala Boyd, *Chair*  
David Rogers, *Vice Chair*  
Kareen Bell, *Secretary*  
Rosia Blackwell-  
Lawrence  
Brian Dwyer  
Anitra Headley  
Mary Kingsley  
Susan Lally  
Eileen Lambert  
Delores Lopes  
Erin McGarry  
Geeta Morris  
Kevin Morrison  
Haley Pilgrim  
Monica L. Whiting-  
Hogans

March 18, 2025

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

Mount Vernon City Council Members:

On behalf of the 2024 Mount Vernon Charter Review Commission (the 2024 Commission), and as its Chairperson, I write to request your authorization to re-engage/extend the professional services of the National Civic League (NCL) to work with the 2024 Commission toward completion of its very important work. In support of this request, I submit: the justification for this continued engagement, NCL's quote and scope of work, relevant staff biographies, and a summary of some of the NCL's recent work.

As highlighted in New York State's guide, *Revising City Charters in New York State*:

***An effective public education program constitutes one of the most important aspects of a charter revision effort.*** From its first meeting to its last, a charter commission should consider its relationship to the public whose ultimate judgment of the commission's work will be expressed in the form of referendum votes . . . . Regardless of how it conceives its role, it is essential that the charter commission conduct a public education program. The earlier it is started, the greater the chances for generating and sustaining widespread interest in the community. Another benefit is to permit the charter commission to test public reaction to various viewpoints and proposals under consideration. In addition, it may be valuable in terms of developing public support for alternatives to the status quo to be proposed by the charter commission. Finally,



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the commission will want to prepare the voters to  
vote intelligently.

(emphasis added).

With a long-standing reputation for excellence in civic engagement, the NCL is uniquely positioned to assist the 2024 Commission in fulfilling this critical aspect of the charter revision process. Established in 1894, the NCL has decades of experience helping municipalities across the United States strengthen their civic infrastructure. Its proven methodologies in facilitating charter revisions and community engagement make it an invaluable partner in this effort.

Notably, the NCL has played a pivotal role in developing the very guidance relied upon by charter revision commissions nationwide. Resources such as the Model City Charter, the Guide for Charter Commissions (which was provided to the 2024 Commission upon appointment), and the All-America Conversations Toolkit—a comprehensive “how-to” guide for effective public engagement—are all products of NCL’s expertise.

Furthermore, one of the proposals under consideration by the 2024 Commission is the wholesale adoption of the Model City Charter. Given that NCL is the drafter of this foundational document, its continued involvement is not just beneficial—it is essential.

As previously noted, the 2024 Commission is working on an extremely truncated timeline and have been hampered by member changes and shortages. It is vital that we continue our work with the NCL, especially during this next vitally important stage of public engagement and final report drafting.

I am respectfully requesting that the Council approve legislation to authorize this engagement and for the City to extend the contractual agreement with the NCL. Funds for this professional service are available in budget code A1010.405.

Best,

Tamala Boyd,  
Chair, 2024 Mount Vernon Charter Review Commission  
Email: [tboyd@boards.cmvny.com](mailto:tboyd@boards.cmvny.com)

# PROCUREMENT JUSTIFICATION FOR CONTINUING TO ENGAGE THE NATIONAL CIVIC LEAGUE TO ASSIST THE 2024 MOUNT VERNON CHARTER REVIEW COMMISSION

## ***PURPOSE AND NEED***

The Mount Vernon Charter Review Commission (the 2024 Commission) seeks the continued expert assistance of the National Civic League (NCL) as it advances into the next critical phase of its mission—community engagement and report drafting. The NCL’s involvement will help ensure that any proposed revisions align with best practices, effectively address the needs of our diverse community, and thoughtfully incorporate survey data and public outreach efforts. With its extensive expertise and experience, NCL is uniquely positioned to support this important initiative.

Since this engagement is a continuation of a previously approved partnership, it remains exempt from the City’s Procurement RFP and bidding process as outlined in the “Ordinance Replacing Outdated Procurement Legislation and Adopting an Updated Procurement Policy for the City of Mount Vernon, New York,” dated April 24, 2024. The 2024 Commission submits this Justification Statement in support of that exemption request.

## ***EXPERTISE AND EXPERIENCE***

As highlighted in New York State’s guide, *Revising City Charters in New York State*:

***An effective public education program constitutes one of the most important aspects of a charter revision effort.***

From its first meeting to its last, a charter commission should consider its relationship to the public whose ultimate judgment of the commission’s work will be expressed in the form of referendum votes . . . . Regardless of how it conceives its role, it is essential that the charter commission conduct a public education program. The earlier it is started, the greater the chances for generating and sustaining widespread interest in the community. Another benefit is to permit the charter commission to test public reaction to various viewpoints and proposals under consideration. In addition, it may be valuable in terms of developing public support for alternatives to the status quo to be proposed by the charter commission. Finally, the commission will want to prepare the voters to vote intelligently.

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revision process. Established in 1894, the NCL has decades of experience helping municipalities across the United States strengthen their civic infrastructure. Its proven methodologies in facilitating charter revisions and community engagement make it an invaluable partner in this effort.

Notably, the NCL has played a pivotal role in developing the very guidance relied upon by charter revision commissions nationwide. Resources such as the Model City Charter, the Guide for Charter Commissions (which was provided to the 2024 Commission upon appointment), and the All-America Conversations Toolkit—a comprehensive “how-to” guide for effective public engagement—are all products of NCL’s expertise.

Furthermore, one of the proposals under consideration by the 2024 Commission is the wholesale adoption of the Model City Charter. Given that NCL is the drafter of this foundational document, its continued involvement is not just beneficial—it is essential.

### **SCOPE OF SERVICES**

As the Commission moves into the next phase of its work, its engagement with the NCL remains vital. As part of this continuing engagement, the NCL will:

1. Arrange, conduct, and provide staffing for four community engagement/community conversations to occur at different locations around Mount Vernon. Two of the sessions will occur in April, and two will occur in May.
2. Design, facilitate, and manage the Commission’s follow-up survey, which will incorporate results from our opening survey. This information will be used to inform and engage the public at the outreach events.
3. Continue to provide research and other materials on issues, including any new or emerging issues, particularly those that arise as part of the community outreach/conversations.
4. Provide a final analysis, write-up, and presentation to ensure that the Commission’s proffered revisions and final report reflect community input.

### **COST AND VALUE**

While the NCL’s services involve a financial investment, the value they bring to the charter revision process is substantial. Their expertise will help avoid costly mistakes and ensure the final charter is both effective and reflective of community needs. The investment in NCL’s services will likely result in long-term savings by creating a more efficient and responsive municipal governance structure.

The quote of \$29,000, which is attached, is in line with the scope of services being provided, which includes, but is not limited to, travel, outreach set up, coordination, and survey design and hosting.

## ***REQUESTS FOR ESTIMATES***

As previously noted, in seeking charter revision assistance, the 2024 Commission researched and/or reached out to four experts, with the following results:

1. The Benjamin Center – Anitra Hadley, a 2024 Commission member who also served on the 2019 Commission, so was familiar with the Benjamin Center, reached out to inquire about their assistance. She was informed that the Center no longer offers charter revision assistance because the person who spearheaded the effort has retired. Ms. Hadley still had the Benjamin Center’s 2019 quote and shared it with 2024 Commission Chairperson.
2. The National Civic League – Tamala Boyd, the 2024 Commission Chairperson reached out to the NCL and spoke with Doug Linkhart. After exchanging several emails about 2024 Commission needs, the NCL provided the quote that is the subject of this justification.
3. New York State Department of State Division of Local Government Service – Both Ms. Boyd and Ms. Hadley exchanged messages with the DOS. The DOS also puts out significant guidance for local governments, however, they do not offer the kind of substantive assistance required by the 2024 Commission.
4. Citizens Union – Ms. Boyd did significant research on the Citizens Union, and while the organization has a lot of experience with charter revision and the process, the focus is on New York City. As such, Ms. Boyd did not pursue a conversation with the Citizens Union.

The 2024 Commission could locate no other organization that could offer the same services in the same way, and that could match NCLs:

- *Extensive Experience*: Decades of experience specifically in charter revision and civic engagement.
- *Reputation*: A trusted name in civic improvement with numerous successful projects. They have literally “written the book” on the charter revision process.
- *Tailored Approach*: Customized strategies that address the unique needs of each community they serve. In fact, in preparation for our initial call, before he knew anything about the 2024 Commission, Mr. Linkhart research Mount Vernon so he could have an intelligent conversation about our needs.

Moreover, engaging the NCL is in line with the standards outlined in Mount Vernon’s updated procurement policy at section 6A, entitled: “Professional services or services requiring special or technical skill, training or expertise.” That section requires that chosen professionals be evaluated using the following criteria: accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth. As outline above and again below, the NCL more than meets these requirements.

### ***Evaluation Criteria:***

1. *Accountability*: the NCL has a long history of successful projects in municipal governance, demonstrating a high level of accountability. They consistently deliver on their commitments and provide transparent reporting throughout the project lifecycle. There is no better referral than the NCL's century plus of good work.
2. *Reliability*: the NCL is known for its consistent and reliable performance. Their established methodologies ensure timely and dependable delivery of services, which is crucial for the success of the charter revision process. The NCL has robust support systems and experienced staff to handle any issues that arise.
3. *Responsibility*: the NCL operates under ethical and inclusive standards that include engaging a wide range of stakeholders responsibly, ensuring that all voices are heard and considered in the charter revision process.
4. *Skill*: the NCL team has extensive experience in civic governance, public administration, and legal frameworks, ensuring a comprehensive and expert approach to charter revision. The NCL excels in facilitating public meetings and workshops, skillfully managing diverse perspectives and fostering constructive dialogue.
5. *Education and Training*: The NCL team includes highly educated professionals with advanced degrees in relevant fields such as public administration, law, and political science.
6. *Judgment*: the NCL's extensive experience allows them to exercise sound judgment in all aspects of the charter revision process, from identifying areas for improvement to drafting revisions.
7. *Integrity*: the NCL is widely recognized for their integrity and trustworthiness. They conduct their work with honesty and transparency, building trust with all stakeholders involved in the charter revision process. For this reason, they remain in business more than a century after their founding.
8. *Moral Worth*: the NCL is a mission driven organization focused on promoting the public good, enhancing democratic governance, and improving civic engagement. Their work reflects a deep commitment to moral and ethical principles. The NCL prioritizes the needs and values of the community, which will ensure that the charter revisions serve the best interests of all residents of Mount Vernon.

Notably, while this procurement does not qualify as an emergency under the updated procurement policy, the 2024 Commission *is* operating within and extremely truncated time period of less than one year, when at least two years was contemplated by the Charter. As such, being required to go through a procurement process, the timing of which is uncertain, at best, would render the prospect of this engagement moot.

### ***CONCLUSION***

Based on the criteria of accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth, the NCL is exceptionally qualified to assist the 2024 Commission. Their proven expertise, ethical approach, and commitment to

community engagement make them the ideal partner for this critical project. Moreover, such an engagement is a prudent decision that will enhance the quality and effectiveness of the 2024 Commission's recommendations and thus, the quality and effectiveness of Mount Vernon's governance. Finally, the NCL's expertise will ensure a thorough, inclusive, and professionally managed revision process, ultimately leading to a charter that better serves the people of Mount Vernon.

***RECOMMENDATION***

It is recommended that the 2024 Commission proceed with procuring the services of the NCL to leverage their expertise and ensure the success of our charter revision efforts.

## **Examples of Charter-Related Efforts of the National Civic League**

### **City Charter Revisions**

The National Civic League created the first Model City Charter in 1900 and over the following two decades added signature elements like the council-manager form of government, nonpartisan local elections and professional city administration. In the 120+ years since the League began this work, most cities and towns have adopted provisions recommended by the Model City Charter and the National Civic League has become the principal source of guidance for city charters.

Periodically, the League conducts a revision of the Model City Charter, with the most recent revision being in 2021, which led to the release of the ninth edition. The League has also published a Guide to Charter Commissions, which presents a framework for charter revision, and this has been used in many locations over the years.

Following adoption of the ninth edition of the Model City Charter in 2021, the National Civic League made presentations about the model to numerous state and national audiences and provided technical assistance to several cities that initiated charter revision processes. These include Dallas, TX, St. Louis, MO, Miami/Dade County, and Portland, OR.

The League's most recent assistance project is in Brookings, South Dakota, where we are currently involved in an eight-month effort to aid the city's charter commission conduct community outreach to develop revisions to the charter for placement before the voters. Previously, the League worked in Castle Pines, CO, several years ago to help them work with residents to win a vote for establishing home rule.

The National Civic League has worked with dozens of other communities on community outreach, strategic planning and reform of local governance practices. We are currently assisting seven cities and school boards with efforts that range from civility to economic development.

### **Personnel to be Involved in the Mt. Vernon Charter Revision Assistance Project**

#### **Doug Linkhart, President, National Civic League**

Doug Linkhart is a public policy expert who has worked on every side of civic engagement—neighborhood leader, city councilman, state legislator, head of a city department, federal employee, nonprofit manager and business leader. He began his position as president of the League in December 2015.

Doug brings over 40 years of experience in the public policy arena, including 18 years as an elected official, including eight years as a Denver City Councilman and ten years as a Colorado State Representative and Senator. Doug started his career by managing local campaigns, then worked in the federal government as a Presidential Management Intern. He later ran his own consulting business, spending his free time as a newspaper columnist and neighborhood and political activist. He founded a nonprofit organization to serve neighborhood associations and

their residents, which he directed for ten years. After running for Mayor of Denver in 2011, he was appointed by the winning candidate as the Executive Director of Denver's Department of Environmental Health, a 300-person agency which he managed for four years.

**Matt Leighninger, Director, Center for Democracy Innovation at the National Civic League**

Matt Leighninger has been one of the central figures in democracy innovation over the last twenty years. As a network-builder, convener, author, commentator, researcher, and practitioner, he has helped catalyze and connect the key developments in the recent evolution of democracy..

Matt played a leading role in the wave of democratic innovation of the 1990s and 2000s, which produced many new face-to-face processes for dialogue and deliberation. Working with Everyday Democracy, and then the local officials and staff of the National League of Cities, he provided on-the-ground assistance to over 100 communities in 40 states. Matt described the lessons learned from these efforts to support active citizenship in his first book, *The Next Form of Democracy* (2006) and later published a book with Tina Nabatchi, *Public Participation for 21st Century Democracy* (Wiley, 2015)

Matt brings unique skills, knowledge, and experiences to the main challenges in democracy innovation: helping people institute new participatory strategies and reforms, helping them measure their progress, and communicating those stories and impacts in order to demonstrate the tremendous problem-solving potential of democracy and active citizenship.

**Derek Okubo, Senior Fellow, National Civic League; Principal at Derek Okubo LLC.**

Derek Okubo is a Colorado native and was raised in Littleton, Colorado, graduating from Arapahoe High School and the University of Northern Colorado. He received a bachelor's degree in psychology with double minors in communication and sociology.

Derek has worked for Big Brothers of Metropolitan Denver as the services coordinator for Denver County; the State of Colorado as a community liaison for Governor Roy Romer; and the National Civic League as the Senior Vice President. During his time with the National Civic League, Derek helped design and facilitate over 70+ planning efforts across the United States. He also published numerous articles on topics such as race and governance, sustainability, community engagement, and Civic Infrastructure (a term coined by NCL in the late 1980's).

In July 2011, Derek was appointed Executive Director of the Agency for Human Rights and Community Partnerships (HRCP) by Mayor Michael B. Hancock. HRCP was founded within Denver city government in 1947 to address race and equity conditions of that time. In his role as Executive Director, Derek oversaw eight city offices and 10 advisory commissions. Due to term limits and as an appointee of Mayor Hancock, Derek completed his service with the City and County of Denver in July 2023 and is currently working on contracts through his LLC.

As a Senior Fellow of the League, Derek provides on-site assistance to communities and is currently working with Sioux Falls, SD, on a strategic planning process and Brookings, SD, on a charter revision process.



## 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

March 31, 2025

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

### [Great Lakes & St. Lawrence Annual Conference]

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 *Great lakes & St. Lawrence Cities Initiative 2025 Annual Conference* in Milwaukee Wisconsin on May 14<sup>th</sup> to May 16<sup>th</sup>, 2025.

The cost of registration will be paid for by the Great lakes & St. Lawrence Cities Initiative. The cost of transportation, incidentals, and hotel will be reimbursed by Great lakes & St. Lawrence Cities Initiative and not exceed 600.00. (Six hundred dollars). The cost of the travel, hotel fees, and incidentals will be expensed from budget A 1210.402 – Travel

Mayor Shawyn Patterson-Howard's attendance at *The Future of Fresh Water* conference will provide valuable insights into innovative water management strategies that can benefit Mount Vernon. With cities facing aging infrastructure, climate change, and affordability challenges, this conference offers solutions to improve sustainability, reduce costs, and secure funding opportunities. Bringing these best practices back to Mount Vernon will help enhance water infrastructure, public health, and overall community resilience.

Please see the attached link for the most "up-to-date" schedule of events.  
<https://glslcities.org/wp-content/uploads/2025/04/GLSL-Cities-Initiative-2025-Annual-Conference-Preliminary-Agenda-4.1.25.pdf>

In Service,

Shawyn Patterson-Howard, MPA  
Mayor

*"The Jewel of Westchester"*





## 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*

March 31, 2025

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

**[The Office of the Mayor on behalf of the The Social Butterfly Organization  
Total Wellness Sensory Room in City Hall]**

Dear Honorable Council Members,

This letter comes as a request to the City Council for the enactment of legislation authorizing Priscilla Echi the CEO and Founder of “The Social Butterfly Organization” to install a *Total Wellness Sensory Room* in City Hall’s 1<sup>st</sup> floor employee women’s bathroom. These rooms are designed to provide faculty with a space to decompress and reboot, fostering a holistic approach to well-being.

There is no cost to the city, all items will be donated, and includes the following:

- Furniture
- Shelving
- Sensory Items
- Wellness Wall Decal and Art
- Palm Tree Plants

Additional items may be donated based on the size and space of the room. The Social Butterfly Organization is thrilled to have two design assistants on board to assist in designing this rooms. They’ve already successfully opened Total Wellness Rooms in 2 of 15 schools thus far. The Social Butterfly, recognizes the interconnectedness of mental, emotional, and physical health. Our programs are dedicated to promoting total well-being, with a strong focus on mental wellness. Over the years, The Social Butterfly has successfully implemented various initiatives that strengthen our community to pave the way for sustainable growth and development. Their efforts are informed by a deep understanding of the systemic barriers faced by marginalized communities, striving to offer practical, impactful solutions.

*“The Jewel of Westchester”*



## CITY OF MOUNT VERNON, N.Y.

Mayor Office

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**SHAWYN PATTERSON-HOWARD, MPA**

*Mayor*

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(914) 665-2360 – Fax: (914) 665-6173

**MALCOLM CLARK**

*Chief of Staff*

**KHENDRA DAVID**

*Deputy Chief of Staff*

The current program, Total Wellness, is supported by a grant from The Department of Criminal Justice Services for our Mind, Body, Soul program. Their goal is to add to that and continue shaping and uplifting communities for years to come. I believe that the installation of these Total Wellness Sensory Rooms will be a significant step towards that vision being achieved.

Priscilla Echi CEO and Founder of the Social Butterfly Organization is available for any additional questions or concerns about The Social Butterfly Organization and the installation of the *Total Wellness Sensory Room*. (Email: [PriscillaEchi@gmail.com](mailto:PriscillaEchi@gmail.com), Cell: 914-290-913)

In Service,

Shawyn Patterson-Howard, MPA  
Mayor



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

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 914-665-2339  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

March 20, 2025

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

**Re: Request for Authorization to Accept a \$126,920 Technical Assistance Voucher from the Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program for a Citywide Traffic Signal Study.**

Dear Honorable City Council Members:

The Department of Public Works seeks approval to accept a federal Technical Assistance Voucher valued at \$126,920 through the U.S. Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program. This voucher will facilitate a comprehensive citywide traffic signal study to assess the City's 367 intersections and optimize Mount Vernon's traffic signal infrastructure.

**It is important to note that the City of Mount Vernon will not receive direct funding; rather, the DOE will select and directly compensate a qualified vendor to perform the study. This selection process will adhere to DOE's established procurement policies, ensuring that a qualified and experienced vendor is chosen through a competitive and transparent process. The City of Mount Vernon will not be involved in the procurement or payment process, eliminating any financial or administrative burden on the municipality.**

The terms and conditions of this voucher have been reviewed by the City's Law Department, and no objections have been raised regarding its acceptance.

The traffic signal study will evaluate all signalized intersections across the city, with a focus on:

- Analyzing traffic flow efficiency and congestion patterns
- Assessing current signal timing and synchronization for optimization
- Identifying opportunities for LED signal retrofits and smart traffic management technologies
- Exploring the feasibility of adaptive traffic control system integration

This study will provide valuable insights that will enhance traffic management, promote sustainability, and support future funding opportunities for modernization efforts. The anticipated benefits include:

*"The Jewel of Westchester"*



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

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*Mayor*

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DAMANI L. BUSH  
*Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

1. **Improved Traffic Flow & Safety:** Optimized signal timing will enhance vehicle movement, reduce congestion, and improve pedestrian safety at intersections.
2. **Reduction in Greenhouse Gas (GHG) Emissions:** Smoother traffic flow will reduce vehicle idling, lowering fuel consumption and emissions, benefiting our environmental justice communities.
3. **Energy Efficiency Gains:** The study will identify opportunities to transition to energy-efficient LED traffic signals, reducing municipal energy use and operational costs.
4. **Data-Driven Future Funding Applications:** The comprehensive analysis will provide critical data needed to pursue additional funding opportunities for full implementation of traffic signal modernization.

This initiative supports Mount Vernon's commitment to reducing emissions, enhancing air quality, and advancing environmental equity. Modernizing the city's traffic signal infrastructure will play a vital role in local and regional sustainability efforts, improving public health, air quality, and energy efficiency while fostering smart city advancements.

I respectfully request the City Council's authorization to accept the DOE's Technical Assistance Voucher for the traffic signal study, enabling Mount Vernon to leverage this federal support without any financial obligation on the city's part.

Warm Regards,

**Shayne Brooks**

Director of Sustainability  
City of Mount Vernon, NY  
Sbrooks@mountvernonny.gov  
914-840-4040

**Damani Bush**

Commissioner of Public Works  
City of Mount Vernon, NY  
Dbush@mountvernonny.gov  
914-665-2492

Attachment #1: Terms and Conditions

#2: Final Allocation of Funds Cover Page

#3: Page 35 of the Final Allocation of Funds (#1279 – Mount Vernon, NY)

Cc: Mayor's Office  
Comptroller's Office  
Law Department  
Planning & Community Development (Grants)

*"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) 914-665-2339  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

March 26, 2025

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

**Re: 2025 Arbor Day Celebration in Partnership with Alpha Kappa Alpha Sorority, Inc. – Zeta Nu Omega Chapter.**

Dear Honorable City Council Members:

The Department of Public Works respectfully submit this referral to request approval from the Mount Vernon City Council to host an Arbor Day Celebration in partnership with Alpha Kappa Alpha Sorority, Incorporated, Zeta Nu Omega Chapter on **Saturday, April 26, 2025, at Hartley Park, from 11:00 a.m. to 1:00 p.m.**

This collaborative event supports community education and engagement on sustainability and environmental stewardship, aligning with the City's broader environmental justice and public engagement goals.

Key components of the event include:

- **Tree Planting Ceremony:** The Alpha Kappa Alpha Sorority, Zeta Nu Omega Chapter will sponsor the purchase of a tree to be planted in Hartley Park. This planting is in dedication to their "**Enhance Our Environment**" initiative, which aims to plant 12,000 trees over four years to promote long-term ecological benefits and community beautification.
- **City Contribution:** The Department of Public Works will support the initiative by providing a dedication plaque for the planted tree, commemorating this partnership and the shared commitment to sustainability and the environment.
- **Environmental Tabling:** Local environmental and sustainability-focused organizations will be invited to host educational and outreach tables, offering community members resources, information, and opportunities to get involved in green initiatives.
- **Light Refreshments:** Complimentary light refreshments will be made available to attendees during the celebration.

In addition to this Arbor Day celebration, Alpha Kappa Alpha Sorority, Zeta Nu Omega Chapter has expressed a strong commitment to building and sustaining a long-term partnership with the City of Mount Vernon. This includes supporting future environmental awareness initiatives, community programming, and continued collaboration with City departments to promote a cleaner, greener, and more engaged Mount Vernon. Their

*"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) 914-665-2339  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

proactive outreach and willingness to contribute meaningfully to local sustainability efforts is a valued extension of their mission of service to all mankind.

The total cost for this event will not exceed **\$5,000** and is available under **budget code A8560.439**.

We respectfully request the City Council's authorization to proceed with this community-centered event in partnership with the Alpha Kappa Alpha Sorority, Zeta Nu Omega Chapter.

Should you require additional information or have questions, please feel free to contact our offices.  
Respectfully submitted,

Warm Regards,

**Shayne Brooks**  
Director of Sustainability  
City of Mount Vernon, NY  
Sbrooks@mountvernonny.gov  
914-840-4040

**Damani Bush**  
Commissioner of Public Works  
City of Mount Vernon, NY  
Dbush@mountvernonny.gov  
914-665-2492

*"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) 914-665-2343  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
Commissioner

JOHN NUCULOVIC  
Deputy Commissioner

01 April 2025

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

Re: **Transfer of Funds**

Dear Honorable City Council Members,

The following Department of Public Works budget line transfer is necessary to cover the requisite education/certification for internal personnel regarding state mandates, federal consent decree directives, best practices for environmental issues regarding Municipal Separate Storm Sewer Systems (MS4).

FROM	AMOUNT	TO	AMOUNT
A8120.405 Sewers: Outside Contracting	\$4,296.00	A1490.417 Education/Training	\$4,296.00

If this meets with the approval of Your Honorable Body, kindly have the necessary legislation enacted to transfer funds.

Respectfully,

Damani Bush  
Commissioner of Public Works

cc: (1)Comptroller's Office  
(2)File  
DB/jn



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*

JOHN NUCULOVIC  
*Deputy Commissioner*

01 April 2025

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

**Re: Request for Internal Training of Qualified/Proven Staff Regarding a Spread Spectrum of Stormwater/Sewer State Mandates and Federal Consent Decree Actions**

Dear Honorable City Council Members,

1. **ISSUE.** Esteemed Council Members, I hope this correspondence finds you well. Stormwater management, pollution prevention, MS-4 [Municipal Separate Storm Sewer Systems] mandates, and the requisite actions under the Federal Consent Degree all have taxing responsibilities and requirements which require formulation, documentation and implementation of plans. I am writing to propose sending three senior members of our team to New York State Certified training, rather than outsourcing the required expertise for needs. Given the current challenges we are facing in hiring a qualified stormwater coordinator and/or civil engineer to fulfill these roles, I believe investing in the training of our existing staff is the most viable and cost-effective solution.

I firmly and wholeheartedly recommend this course of action upon five foundations: (1) hiring challenges; (2) cost savings; (3) internal expertise and knowledge retention; (4) task distribution and efficiency; (5) long-term benefits for the department.

As you may be aware, it has been disheartening and difficult to locate and interview a civil engineer with the necessary expertise in MS-4 regulations, as well, outsourcing the work to external consultants or contractors would prove both costly and inefficient, particularly when we can build internal capacity through training our current team members. By training our senior personnel, we can avoid these recurring fees and reduce our reliance on external consultants. This investment in professional development not only provides us with a relatively low-cost expense for training but also empowers our team to manage the stormwater program independently moving forward, leading to long-term cost savings.

In addition, the proposed course of action ensures that the knowledge gained stays within the organization. This training will equip our Engineering Division and Management Division with the necessary skills to manage stormwater compliance, plan maintenance, and implement best practices, which are all essential.



Furthermore, it will allow us to have a team that is directly aligned with our organization's specific needs and goals, state mandates, and federal consent decrees. By building internal expertise, we are ensuring that we can continue to meet regulatory requirements without the need for constant external intervention, while fostering a more resilient and responsive department, better prepared for future challenges and changes in regulations.

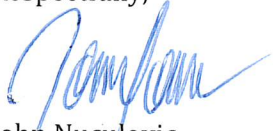
2. **SOLUTION.** We propose that the Commissioner of Public Works [D. Bush], the Deputy Commissioner [J. Nuculovic], and our lead operational sewer staff [A. Montero], be afforded the opportunity to serve Mount Vernon with the certification of **New York QPSWPPP+ Program** [*Qualified Preparer of Stormwater Pollution Prevention Plans - Advanced*]. In addition, Mr. Montero would take the **Minor Courses Bundle** encompassing: (1) Public Education and Outreach; (2) Public Participation/Involvement; (3) Illicit Discharge Detection and Elimination; (4) Construction Site Runoff Control; (5) Post-Construction Runoff Control (6) Pollution Prevention/Good Housekeeping.

3. **COST.** The StormwaterOne CP2000B QPSWPPP cost would total 3,672.00USD (1,224.00 per certification) and the MS299 Bundle is 624.00USD (only one purchase).

**The total cost** for this course of action is **4,296.00USD** and the budget code that would be employed is **Education/Training [A1490.417]**.

Thank you for your consideration in this important matter.

Respectfully,



John Nuculovic  
Deputy Commissioner of Public Works

Cc: (1) File  
Enclosures: (1) StormwaterOne CP2000B QPSWPPP Synopsis  
(2) StormwaterOne MS299 Bundle Synopsis



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

DAMAN! L.BUSH  
Commissioner  
JOHN NUCULOVIC  
Deputy Commissioner

April 2, 2025

Honorable City Council Members  
1 Roosevelt Square  
Mount Vernon, NY 10550  
(Through the Office of the Mayor)

RE: Introduction to Code Enforcement Practices 1

This letter is requesting legislation be enacted to allow for the attendance of Department of Public Works Deputy Commissioner, John Nuculovic and Laborer, Jawaad Abdul-Halim, at the Basic Code Enforcement Training Course 9E 20-0890 -Residential Code of New York State (2020. This class will be administered entirely online on the following days from the hours of:

Monday May 12, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Tuesday May 13, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday May 14, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Thursday May 15, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday May 21, 2025 9:00:00 AM -11:00:00 AM (Exam)  
Friday May 23, 2025 9:00:00 AM -11:00:00 AM (Make-up/Retest Exam)  
Monday June 23, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Tuesday June 24, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday June 25, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Thursday June 26, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Tuesday July 1, 2025 9:00:00 AM — 11:00:00 AM (Exam)  
Thursday July 3, 2025 9:00:00 AM -11:00:00 AM (Make-up/Retest Exam)  
Monday July 14, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Tuesday July 15, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday July 16, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Thursday July 17, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday July 23, 2025 9:00:00 AM -11:00:00 AM (Exam)  
Friday July 25, 2025 9:00:00 AM -11:00:00 AM (Make-up/Retest Exam)  
Monday August 11, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Tuesday August 12, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday August 13, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Thursday August 14, 2025 8:30:00 AM -3:30:00 PM (Instruction)  
Wednesday August 20, 2025 9:00:00 AM -11:00:00 AM (Exam)

*"The Jewel of Westchester"*

Friday August 22, 2025 9:00:00 AM-11:00:00 AM (Make-up/Retest Exam)  
Monday August 25, 2025 8:30:00 AM - 3:30:00 PM (Instruction)  
Tuesday August 26, 2025 8:30:00 AM - 3:30:00 PM (Instruction)  
Wednesday August 27, 2025 8:30:00 AM-3:30:00 PM (Instruction)  
Thursday August 28, 2025 8:30:00 AM - 3:30:00 PM (Instruction)  
Wednesday September 3, 2025 9:00:00 AM - 11:00:00 AM (Exam)  
Friday September 5, 2025 9:00:00 AM -11:00:00 AM (Make-up/Retest Exam)  
Monday October 6, 2025 8:30:00 AM - 3:30:00 PM (Instruction)  
Tuesday October 7, 2025 8:30:00 AM - 3:30:00 PM (Instruction)  
Wednesday October 8, 2025 8:30:00 AM - 3:30:00 AM (Instruction)  
Thursday October 9, 2025 8:30:00 AM - 3:30:00 AM (Instruction)  
Wednesday October 15, 2025 9:00:00 AM -11 :00:00 AM (Exam)  
Friday October 17, 2025 9:00:00 AM - 11:00:00 AM (Make-up/Retest Exam)

Discussion and information will be shared among peers, public and private sector stakeholders and subject matter experts on how to best use the tools for better code enforcement. This class is effective as it will help the Department of Public Works issue more effective code enforcement tickets and assist in the improvement of quality of life for the City of Mount Vernon. There is no associated cost with this training.

Respectfully,



Damani L. Bush  
Commissioner of Public Works



**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*

March 26, 2025

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

**Re: MVPD Juneteenth "Rolling into Peace" Event**

Dear Honorable Members:

This letter requests that the city enact legislation to enable the Mount Vernon Recreation and Police Departments to co-sponsor "Rolling into Peace" in Hartley Park on Saturday, June 14, 2025, from 12:00 p.m. to 8:00 p.m.

Rolling Into Peace is a free roller-skating event sponsored by 10 African American officers who currently work for or have formerly worked for the MVPD. The event is geared toward giving back to the community during the month of

June, which is Gun Violence Awareness Month. It is a free event for the entire community, featuring free food and giveaways throughout the day from various organizations. The day will be packed with fun activities, like roller skating, face painting, arts and crafts, and a bouncy house. Community-based organizations, such as S.N.U.G. and the Mount Vernon Youth Shelter, will join us.

Funding for staffing the event will be charged to budget code A7310.104. The expense will not exceed \$2,500.00. In addition, we will be co-sponsoring the event, utilizing tables, chairs, grills, a banner, and a bouncy house. We are also requesting that the Auxiliary Police patrol the event on the day, if available.

Thank you for your cooperation in this matter.

Sincerely,

Kathleen Walker- Pinckney  
Commissioner



**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*

March 11, 2025

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

**Re: Cinco de Mayo Celebration**

Dear Honorable Council Members:

The Department of Recreation, in partnership with Westchester Latino Unidos, requests that the City Council adopt an Ordinance allowing us to Co-sponsor the Cinco de Mayo. This event, scheduled for Monday, May 5, 2025, from 4:30 pm. to 7:00 p.m., will be held in Hartley Park. The Rain site for this event will be the same day at the Doles Center (250 Sount 6th Avenue).

The Cinco de Mayo celebration is eagerly anticipated and promises a fiesta of flavor, music, and cultural pride. Last year's festivities were nothing short of spectacular, with the vibrant energy of Mexican heritage infusing every aspect of the celebration.

The Department of Recreation will co-sponsor with Westchester Latinos Unidos by supplying the venue and fun activities. The estimated cost to the city will be approximately \$1,500. That will come from budget code A7620.457 (Recreation features and other expenses).

Recreation requests that MVPD have a patrol car in the area and Auxiliary PD in the park (if applicable). In addition, we request that DPW assist in the clean-up after the event and place barricades within the park at the discretion of the event leadership on duty.

We thank you for your consideration in this matter.

Respectfully submitted,

  
André G. Early

Deputy Commissioner of Recreation



CITY OF MOUNT VERNON, N.Y.  
[DEPARTMENT NAME]

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 914-665-2339  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

ROBERT L. HACKETT  
*Deputy Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

February 11, 2025

To: City Clerk's Office  
City of Mount Vernon, NY

**RE: Cinco de Mayo (May 5, 2025)**

Replying to your memo regarding the Cinco de Mayo Event please be advised that the Department of Public Works will assist in assist in the following manner:

1. DPW will pick up bagged trash post event.
2. DPW will drop the wooden barricades off the day before, so recreation can set up.
3. DPW will pick up wooden barricades post event.

Best Regards,

A handwritten signature in green ink, appearing to read "DB", is written over the "Best Regards," text.

Damani Bush  
Commissioner of Public Works

*"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*

**\*Amended\***

*Executive Officer*

Date: February 24, 2025

To: Office of the Police Commissioner

From: Sgt. De Benedictis, Support Services Division

**Subject: Cinco de Mayo Celebration**

At your direction, the undersigned has reviewed the attached Cinco de Mayo application sponsored by the Department of Recreation. The event is scheduled for Monday May 5<sup>th</sup>, 2025 from 4:30pm to 7:00pm. The organizer has requested the use of Hartley Park.

The Department of Public Safety has no objection to this event. The undersigned recommends that the patrol supervisor and assigned sector should monitor the event with the help of Auxiliary PD and be authorized to hire additional officers at the organizers' expense as needed should the event require additional police presence.

Sgt. De Benedictis #3  
Support Services Division

**CC: Patrol Division**

  
2/24/25





# BOARD OF WATER SUPPLY

M O U N T V E R N O N , N E W Y O R K

MAYOR SHAWYN PATTERSON HOWARD

COMMISSIONER CARLTON C. SPRUILL

SUPERINTENDENT JOHN F. ARENA

CITY HALL – ROOM 2  
MOUNT VERNON, NY 10550

(914) 668-7820 PHONE  
(914) 668-2316 FAX

March 24, 2025

VIA EMAIL:

Honorable Members of the City Council  
(Through the Office of the Mayor)  
City Hall – 1 Roosevelt Square  
Mount Vernon, NY 10550

RE: REQUEST FOR LEGISLATION AUTHORIZING ATTENDANCE AT THE  
2025 MAYORS WATER COUNCIL MEETING

Dear Honorable Council Members:

This letter serves as a formal request to the City Council for the retroactively enactment of legislation authorizing three employees of the Board of Water Supply to attend the 2025 Mayors Water Council Meeting in Lancaster, Pennsylvania from April 3 to April 4, 2025.

There is no registration fee for the event, and hotel accommodations are not expected to exceed \$1000 for all three (3) attendees. This expense will be charged to budget code 001-581-581001, Staff Development & Trainings.

The 2025 Mayors Water Council Meeting will be held at the historic Lancaster Marriott Hotel at Penn Square and hosted by Water Council Chair, Lancaster Mayor Danene Sorace. Key topics to be discussed at the meeting include:

- Lancaster's Iconic Green Infrastructure Program
- Review of Critical EPA Water Regulations and Policy
- Water Policy and the New Administration
- Public Risk Communications
- Water Affordability

If this request meets with the approval of Your Honorable Body, kindly enact the necessary legislation.

Respectfully submitted,

  
Carlton Spruill  
Commissioner



MOUNT VERNON  
THE BOARD OF WATER SUPPLY





## USCM Mayors Water Council Meeting Lancaster, PA

April 3-4, 2025  
Lancaster Marriott at Penn Square

### DRAFT AGENDA (updated 03.14.25)

#### **Thursday, April 3**

2:00PM - 4:00PM

##### **City of Lancaster Environmental Walking Tour**

Kick off our meeting with us with a guided walking tour through downtown Lancaster to explore how green infrastructure is helping the city meet its water, energy and climate related goals. This is an outdoor event, so please dress accordingly and wear comfortable closed-toe shoes.

*Note: The tour will start at Ewell Plaza, 123 N Queen Street, Lancaster, PA 17603. (Located one block away from the hotel).*

5:00PM - 7:00PM

##### **Opening Evening Reception: The Exchange**

Located atop the Lancaster Marriot, please join us for food and drinks at *The Exchange*, a rooftop venue offering the best views of the city's historic district.

#### **Friday, April 4**

8:00AM - 9:00 AM

##### **Buffet Breakfast Available**

9:00 AM - 9:15 AM

##### **Welcome Remarks and Introductions**

MAYOR DANENE SORACE  
Chair, Mayors Water Council

9:10 AM - 10:15 AM

**The Chesapeake Bay and Achieving Regional Water Quality Goals**

Join us for a panel discussion on advancing shared water quality goals in the Chesapeake Bay Watershed. Discover how regional leaders are working to improve water quality and its impacts — from healthier waterways and safe drinking water to economic growth and active recreational spaces. How can leaders collaborate across municipal boundaries to take a more holistic approach toward our collective water quality goals?

*Remarks*

DANENE SORACE, (Moderator)  
Chair, Mayors Water Council

Chesapeake Bay Commission (Invited)

Travis Voyles (Invited)  
Assistant Deputy Administrator  
U.S. Environmental Protection Agency

TBD (Local Mayor)

10:15 AM - 11:15 AM

**Briefing on New EPA Regulations and Update on Key Litigation and Federal Water Policy**

This panel will cover two emerging regulations, microbial and disinfection byproducts rule and perchlorate. Additionally, a review of litigation concerning the Lead and Copper Rule and PFAS drinking water standards is provided. Water policies affecting cities such as the Financial Capability Assessment process that EPA uses to determine local compliance costs will be reviewed.

*Remarks*

**Update on Microbial Disinfection Byproducts Rule**

Adrienne Nemura (Confirmed)  
Principal Engineer, Geosyntec Consultants

**Update on Perchlorate in Drinking Water**

Kimberly White (Confirmed)  
Vice President, Regulatory and Scientific Affairs  
American Chemistry Council

**PFAS Drinking Water Standards:**

**Litigation, and Administrative Regulatory Freeze**

Andre Monette (Confirmed)

Partner, BB&K

**Lead and Copper Rule Improvements:**

**Litigation, and Administrative Regulatory Freeze**

Judy Sheahan (Confirmed)

Assistant Executive Director, USCM

**Mayoral Commentary**

Mary Lou Pauly (Invited)

Mayor of Issaquah, WA

Mayors are requested to identify issues relating to implementing the regulations.

11:15 AM - 12:00 PM

**Risk Communication Messaging for Local Leaders**

This panel will include a discussion from experts on how Mayors and public water systems can best communicate public health risk with their residents, media, and other key stakeholders. Topics will include key messaging regarding lead pipe notifications and PFAS contaminants.

Moderator: Danene Sorace

Mayor of Lancaster

Chair, Mayors Water Council

*Remarks*

Chelsea Boozer (Confirmed)

Executive Director, Rouge Water

Ruben Rodriguez (Confirmed)

Senior Director, External Communications

American Water

Larry Finnicum (Confirmed)

Regional President, Municipal Water

Mid-Atlantic Operations, Veolia North America

Chad Seidel (Invited)

President, Corona Environmental Consulting

Brita (Invited)

12:00 PM - 1:00 PM

### **Working Lunch**

*Remarks*

Local Water Management Innovation  
Sewer Sentry (*Confirmed*)

*Remarks*

Congressional Briefing

1:00 PM - 2:15 PM

### **Utility Affordability in America**

This panel will focus on current water affordability challenges affecting communities and utilities across the country. Mayors will share how rising water bills continue to burden households and legal experts will offer an overview of available tools for local governments as well as next steps on how best to address these concerns with the new Administration.

*Remarks*

**EPA's 2024 Water Affordability Needs Assessment Report**  
Speaker TBD

*Remarks*

### **Water Affordability and Impacts on Ratepayers**

Danene Sorace (Moderator)  
Mayor of Lancaster, PA  
Chair, Mayors Water Council

Angela Birney (Confirmed)  
Mayor of Redmond, WA

Nancy Hausrath (Confirmed)  
Director of Utilities, Hagerstown, MD

Mark Myers (Confirmed)  
Mayor of Greenwood, Indiana

Don Hardy (Confirmed)  
Mayor of Kinston, NC

Mayors are encouraged to join in comments.

2:15 PM - 2:35 PM

**Integrated Planning and Permitting and Financial Capability Analysis**

Remarks

FRED ANDES (Confirmed)  
Partner, Barnes & Thornburg

ERIKA POWERS (Confirmed)  
Partner, Barnes & Thornburg

2:35 PM - 3:15 PM

**Financing Resilient Water and Wastewater Infrastructure**

Federal financial assistance for capital investment is available through the states for construction, lead pipe removal, and for monitoring contaminants. This panel will review SRF funding information and financial assistance for resilient infrastructure.

**SRF Capitalization Grants and Infrastructure Investment and Jobs Act**

Remarks

Kassidy Klein, USCM Staff Report

Remarks

**Alternative Project Delivery Models - P3s**

Robert Hacking (Confirmed)  
Senior Vice President of Sales & Marketing  
Municipal Water Operations, Veolia North America

American Water (Invited)  
Speaker TBD

3:15 PM - 3:30 PM

**Federal and State Financial Assistance for Local Infrastructure Resiliency**

Remarks

David Goldwater (Confirmed)  
Senior Vice President  
Stantec

3:30 PM - 3:50 PM

**Local Water Utility Roundtable**

Discover how diverse regions are tackling the challenges of providing water and sewer services in their communities. They'll share insights on key projects and

strategies focused on improving water quality management, wastewater treatment, and environmental protection.

Thomas Roach (Confirmed)  
Mayor of White Plains, NY

3:50 PM - 4:00 PM

**New Business**

This session provides an opportunity for Mayors to raise new or existing pressing issues of concern.

4:00 PM

**ADJOURN**

-



CITY OF MOUNT VERNON, NY  
DEPARTMENT OF RECREATION

SHAWYN PATTERSON-HOWARD  
*Mayor*

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

KATHLEEN WALKER- PINCKNEY  
*Commissioner*  
ANDRÉ G. EARLY  
*Deputy Commissioner*

March 14, 2025

Honorable City Council Members  
The City of Mount Vernon  
Mount Vernon, NY 10550  
(Through the Office of the Mayor)

**RE: Legislative Referral – Acceptance of Grant for the Revitalization of Fourth Street Park**

Dear Honorable City Council Members,

I am pleased to submit this legislative referral for your consideration regarding the acceptance of a grant awarded by the New York State Office of Parks, Recreation, and Historic Preservation (OPRHP) under the Environmental Protection Fund grant program for the revitalization of Fourth Street Park.

The City of Mount Vernon has been awarded funding in the amount of **\$675,000**, under **Project #241972**, which will support the reimagining and redevelopment of Fourth Street Park. This initiative aligns with the City's commitment to improving recreational facilities, increasing green space access, and promoting community engagement through upgraded amenities.

Additionally, this project is **strategically associated with the Green Innovation Grant Program (GIGP) grant**, awarded by the New York State Environmental Facilities Corporation (EFC) for the South Fourth Street Park Green Infrastructure Project (Project No. 2152). The City of Mount Vernon has been awarded up to **\$1,790,000 in funding** under the GIGP program, which will support the integration of green infrastructure elements, including porous pavement, stormwater street trees, bioretention systems, and a green wall. The combined impact of these two grants will not only modernize Fourth Street Park but also introduce environmentally sustainable solutions to enhance stormwater management and climate resilience.

**Key Grant Requirements and Next Steps:**

- The City must submit a **signed authorizing resolution** to accept the grant and enter into a contract with OPRHP, once available;
- Compliance with the State Environmental Quality Review Act (SEQR) and other regulatory requirements must be met prior to the commencement of work;
- The City must provide essential documentation, including a **boundary map, property deed, and an opinion of municipal counsel**, to finalize the grant agreement;
- Coordination with OPRHP's Regional Grant Administrator (RGA) to develop an implementation plan, project scope, and budget allocation.



CITY OF MOUNT VERNON, NY  
DEPARTMENT OF RECREATION

SHAWYN PATTERSON-HOWARD  
*Mayor*

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

KATHLEEN WALKER- PINCKNEY  
*Commissioner*  
ANDRÉ G. EARLY  
*Deputy Commissioner*

**Request for Council Action:**

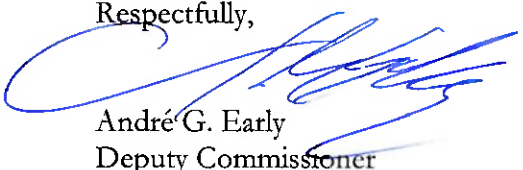
To ensure the City of Mount Vernon can fully leverage this grant opportunity, I respectfully request that the City Council:

1. **Adopt a resolution authorizing acceptance of the grant** and execution of the necessary agreements with OPRHP.
2. **Approve the submission of all required documents** to OPRHP in a timely manner.
3. **Support the allocation of resources and administrative coordination** necessary to advance the revitalization project in compliance with state guidelines.

The revitalization of Fourth Street Park represents a significant investment in our community's recreational infrastructure, promoting a more vibrant and accessible public space for our residents. Should you require further information, department leadership is available to discuss any aspects of this grant opportunity.

Thank you for your time and consideration.

Respectfully,

  
André G. Early  
Deputy Commissioner

cc: Office of the Mayor  
Office of the Comptroller  
Corporation Council  
File





# QUOTE

## National Fitness Campaign LP

For all questions regarding this quote, contact: [info@nfchq.com](mailto:info@nfchq.com)

Created Date 2/24/2025  
 Expiration Date 3/14/2025  
 Quote Number 00001587  
 Bill To Name Mount Vernon, NY  
 Bill To 1 Roosevelt Square  
 Mount Vernon, NY 10550  
 USA

Description	Line Item Description	Quantity	Total Price
2025 - Fitness Court® and National Campaign Resources		1.00	\$170,000.00
Fitness Court® Studio Add-On		1.00	\$35,000.00
NFC State Sponsor Grant		1.00	-\$50,000.00
	Shipment of this order to be held until Mid May 2025	1.00	\$0.00

Tax % 0.0000%  
 Grand Total \$155,000.00

## Terms

### 1. AUTHORIZATION:

Purchaser to reference quote number on approved Purchase Order or contract.

### 2. PAYMENT TERMS

Purchaser will pay Seller 100% of the Purchase Price upon shipment of the Fitness Court®. Purchaser is responsible for payment of shipping costs, including packing, insurance and freight. These payment terms will apply unless other approved payment terms have been agreed to by both parties. Overdue Invoices will be subject to 2% interest charge per month.

### 3. TAX EXEMPTION

This quoted total is based upon Purchaser's tax-exempt status, for which verifying documentation must be provided to the Seller. If the Purchaser is not tax-exempt, sales tax will be applied before Purchase Price is considered final or binding. Final invoice will be adjusted if the actual tax rate is different from what is listed on this quote.

### 4. STANDARD WARRANTY AND TERMS

NFC standard warranty and terms apply. See [nationalfitnesscampaign.com/warranty](http://nationalfitnesscampaign.com/warranty) for details.

### 5. PURCHASER OBLIGATIONS / TERMS AND CONDITIONS

Purchaser acknowledges upon receipt of the Fitness Court® that they are responsible for the following items concerning the purchase of the Fitness Court® which includes Design, Activation, and Campaign Resources:

- Purchaser is responsible for providing storage of the Fitness Court® with insured protection, including liability, theft, or damage.
- A safe and environmentally controlled storage environment is required to store the tile adhesive. Store tile adhesive at temperatures between 50°F (10°C) and 100°F (38°C).
- NFC is not responsible for damage after receipt of goods by the Purchaser.
- Purchaser is responsible for (under a separate agreement) providing installation of the concrete slab footing, applicable ADA Access, Pour In Place or Tile Flooring installation, and Fitness Court® installation per the NFC Installation Manual, adhesive manufacturers recommendations, and local safety, permitting, building, and planning code requirements.
- Assembly Completion Certificate submission to NFC is required within 15 days of Fitness Court® Installation.
- A safe and environmentally controlled storage environment is required to store digital print graphics.
- NFC shall not be responsible for work performed by others.
- Purchaser to provide all on-site maintenance, safety, and security.
- Purchaser shall not allow any use of Fitness Court® until all Graphics are installed.
- Purchaser understands that the use of exercise equipment incurs risks that are voluntarily entered into. Terms of Use of the Fitness Court® by the public located at the purchaser's site shall be governed by the Purchaser in addition to the NFC minimum guidelines.
- Purchaser must maintain graphics and posted safety rules and regulations.
- Purchaser shall be responsible for site selection and all inherent risks associated with the choice of site selection, including risk to the general public.
- Purchaser acknowledges that all sponsors providing funding for the Fitness Court® shall not be held liable for any risk associated with the installation of or use of the Fitness Court®.
- Purchaser acknowledges that all product defects shall be covered by the contract manufacturer of the Fitness Court® and all defects related to the installation of the Fitness Court® shall be covered by the installer hired by the purchaser.
- Purchaser accepts risks and requirements as outlined in the approved Grant Funding Application as applicable.
- If the Purchaser is not the legal Land Owner, then they are required to ensure that the Land Owner is aware of and willing to abide by all Obligations / Terms and Conditions. Otherwise, they shall be responsible for these obligations, including Terms of Use. The same obligations and liabilities shall exist if the Fitness Court®, which includes Design, Activation, and Campaign Resources, is sold,



# QUOTE

## National Fitness Campaign LP

For all questions regarding this quote, contact: [info@nfchq.com](mailto:info@nfchq.com)

Created Date	2/24/2025
Expiration Date	3/14/2025
Quote Number	00001587
Bill To Name	Mount Vernon, NY
Bill To	1 Roosevelt Square Mount Vernon, NY 10550 USA

acquired, assumed, transferred, or gifted to another party. The new party must be aware of and willing to abide by all Obligations / Terms and Conditions herein or they will retain responsibility.

### 6. LIMITS OF LIABILITY

NFC's total liability under this Agreement to Purchaser, its contractors, subcontractors, affiliates, partners, officers, directors, shareholders and employees (hereinafter "Affiliates"), for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorney's fees) arising out of this agreement from any cause or causes except for NFC's intentional acts, is limited to the amount of money paid by Purchaser to NFC under this Agreement. Such causes include, but are not limited to, NFC's negligence, errors, omissions, strict liability, or breach of warranty.

### 7. OWNERSHIP OF DOCUMENTS

All designs, intellectual properties, and related Campaign Services pertaining to the Fitness Court® belong solely to the National Fitness Campaign. All construction data, materials, or documents specifically prepared or assembled by NFC may be used by the Purchaser to aid in the storage, installation, and maintenance of the Fitness Court® only.

### 8. CHANGE ORDERS:

Any changes in scope of work or Terms and Conditions shall be agreed upon in writing by both parties.

### 9. PURCHASER ACKNOWLEDGMENTS

Purchaser acknowledges and accepts upon receipt of Fitness Court® all terms and conditions as described above, including Payment Terms, Terms of Tax Exempt Status, NFC Standard Warranty & Terms, Warranty Disclaimers, Purchaser Obligations, Limits of Liability, Ownership of Documents, and Change Orders.



**New York State  
Parks, Recreation and  
Historic Preservation**

**KATHY HOCHUL**  
Governor

**RANDY SIMONS**  
Commissioner *Pro Tempore*

December 23, 2024

Honorable Shawyn Patterson-Howard  
Mayor  
City of Mount Vernon  
One Roosevelt Square  
Mount Vernon, NY 10550-2060

Dear Mayor Patterson-Howard:

Thank you for your application under the Environmental Protection Fund Grant Program for Parks, Preservation and Heritage (EPF) through the Regional Economic Development Councils (REDC) and the Consolidated Funding Application (CFA) Round 14 Initiative.

The New York State Office of Parks, Recreation and Historic Preservation (OPRHP) is proud to have contributed over \$26 million to this year's CFA. I am pleased to inform you that a matching grant of up to \$675,000 has been reserved from the EPF for the Revitalization of Fourth Street Park project.

OPRHP recognizes the vital role this project will play in enhancing the parks, environment, character, quality of life, and economic vitality of your community, and we are delighted to be able to provide a grant award for the project. OPRHP is grateful to the Governor and state legislators for their commitment to funding this program year after year.

Our agency will contact you in the near future to clarify specific details about the project, including those elements of the proposed scope and budget that have been accepted for funding. The future communication will describe grantee next steps, reimbursement terms, employment requirements, environmental and historic preservation review requirements, and other terms and conditions. I urge you to work closely with our program staff and caution you to not begin work on your project until all appropriate contract conditions have been satisfied.

If you applied for funding from other programs or other State agencies, you will receive information from those programs/agencies separately.

Our Grants Office looks forward to working in partnership with you to successfully advance your project.

Congratulations,

Randy Simons  
Commissioner Pro Tempore



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*

March 31, 2025

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 comes to respectfully request that the City Council enact legislation that will enable the Mayor to enter into an agreement with the Flying Classroom led by the CEO, Captain Barrington Irving Technical Training School (**BITTS**) and his team, for the Mount Vernon Youth Bureau's Solar GO KART Summer Academy. The service period is from **July 8th, 2025, to August 14, 2025**, in the amount of **\$45,000.00**.

The Solar GO KART Summer Academy is specially designed to provide 15 Mount Vernon Middle School students (grades 6-8) with engaging and immersive STEM+ hands-on experience, teamwork, problem solving, and critical thinking skills. This program equips students with essential knowledge in science, technology, mathematics, and literacy while fostering communication, and creativity skills. Through live virtual sessions and hands-on design challenges, students will explore real-world STEM+ challenges, building two (2) solar Go Karts. The curriculum is nationally aligned, ensuring a comprehensive educational experience for all participants. Although the academy is for 6 weeks, the in-person session will take place at the Recreational Brush Park, starting August 5<sup>th</sup> through August 14<sup>th</sup>. Please see the attached schedule

Funds are to be accounted for in the revenue code A4790.6 associated with the budget code A6295.405 in the amount of \$40,000 ( State reimbursable grant- Project RISE) and revenue code A4820 associated with budget code A7316.405 in the amount of \$5,000 (no cost to the city, funds are readily available, and no matching is required). 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).

Thanks for considering this initiative.

Sincerely,

*Debbie Burrell-Butler*

Debbie Burrell-Butler  
Executive Director, MBA

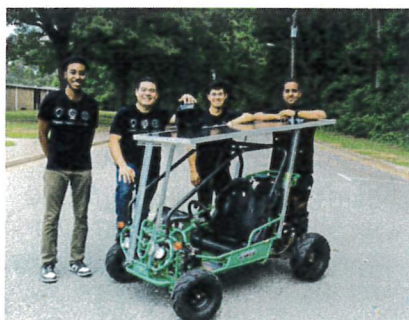
**Enclosed:** Schedules A & B, & picture of the Solar Go Cart

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



## SUMMER Solar GO KART Grades 6-8

Class Type	Day of the Week	Week 1	
Virtual	Tuesday	Day 1	Orientation and Student Engagement Cards - Welcome with Tayla and Instructors
Virtual	Wednesday	Day 2	Solar Technology: Solar Fan Part 1
Virtual	Thursday	Day 3	Solar Technology: Solar Fan Part 2
Class Type	Day of the Week	Week 2	
Virtual	Tuesday	Day 1	Rally Cars: Engage
Virtual	Wednesday	Day 2	Rally Cars: Explore
Virtual	Thursday	Day 3	Rally Cars: Innovate Hydraulic Shock Absorber
Class Type	Day of the Week	Week 3	
Virtual	Tuesday	Day 1	Solar Droid: Part 1
Virtual	Wednesday	Day 2	Solar Droid: Part 2
Virtual	Thursday	Day 3	STEM+ Phenom
Class Type	Day of the Week	Week 4	
Virtual	Tuesday	Day 1	RC Car Build: Part 1
Virtual	Wednesday	Day 2	RC Car Build: Part 2
Virtual	Thursday	Day 3	RC Car Testing and Troubleshoot
Class Type	Day of the Week	Week 5	
In-Person	Tuesday	Day 1	Go-Kart Construction Part 1
In-Person	Wednesday	Day 2	Go-Kart Construction Part 2
In-Person	Thursday	Day 3	Go-Kart Construction Part 3
Class Type	Day of the Week	Week 6	
In-Person	Tuesday	Day 1	Racing Simulator
In-Person	Wednesday	Day 2	Go-Kart Performance Troubleshoot
In-Person	Thursday	Day 3	Go-Kart Competition & Celebration FEST with Students



Note: The video links above are teasers. These videos do not capture the entirety of each expedition.

What do these kits look like? <https://vimeo.com/538633108/292933b6e0>

Material kits will be shipped to a central distribution address or to the individual school sites prior to the start date of the program upon receipt of payment. Delivery times are subject to change based on shipping and availability of materials.

#### **Staff Professional Development:**

Flying Classroom provides a concierge-level of service that supports teachers and administrators through virtual professional developments. Sessions are tailored to incorporate evidence-based instructional strategies, improve instructional practices, enhance student engagement and address learning loss. Our PD drives powerful results that start with teachers, impact students and lead to program-wide implementation successes.

#### **Teacher Testimonials:**

<https://vimeo.com/538646696/45fcd01778>  
*In-Person Professional Development Session*

Cost will include all materials, tools, and instruction from the Flying Classroom team.

#### **Cost Summary for City of Mt. Vernon Youth Bureau:**

- Total Enrollment: 10-15 students (Grades 6-8)
- Special Program (Summer 2025) Total Cost: \$45,000.00
- Professional Development for Educators: Free of charge
- Includes: All tools, equipment, and materials
- Additional Benefit: 2 Solar Go-Karts, which will remain with the Youth Bureau after the program concludes.

**Grand Total Cost: \$45,000.00**

#### **Virtual and In-Person STEM+ Solar GO KART Exploration Series:**

**Content Focus:** The suggested expedition topics have been aligned to national standards and selected specifically for the City of Mt. Vernon Youth Bureau





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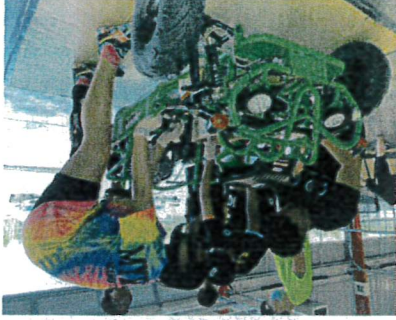
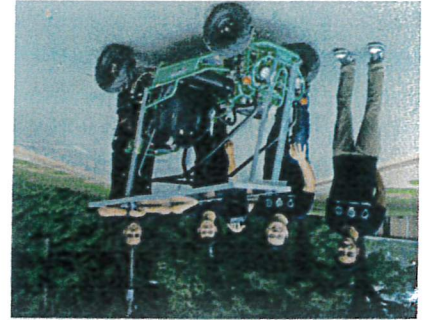
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## SUMMER Solar GO KART Grades 6-8

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In-Person	Thursday	Day 3 Go-Kart Construction Part 3
Class	Day of the Week	Week 6
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In-Person	Wednesday	Day 2 Go-Kart Performance Troubleshoot
In-Person	Thursday	Day 3 Go-Kart Competition & Celebration FEST with Students



Note: The video links above are teasers. These videos do not capture the entirety of each expedition.





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*

March 31, 2025

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 comes to respectfully request that the City Council enact legislation that will enable the Mayor to enter into an agreement with Krishna Shah, CEO of Wellness With Krishna, to provide 15 mental wellness sessions for the Ready4LIFE program. The service period is from **April 18th, 2025**, to **July 11, 2025**, in the amount of **\$10,000.00**.

Sessions will center around a particular theme and learning goal, utilizing diverse modalities. They may also incorporate activities like journaling and reflective writing tools for emotional regulation, nature-based practice (when feasible), creative expressions through art and movement, as well as group discussion and sharing circles. These goals will be accomplished through Yoga, Reiki, Sound Therapy, Breathwork, and Mediation. Of the 15 sessions, there will be three special events on 4/23, 5/14 (City Hall Plaza), and 6/25. **For more detailed information. please see the attached schedules.**

Funds are to be accounted for in the revenue code A4820.4 associated with budget code A7335.405 in the amount of \$10,000 (no cost to the city, funds are readily available, and no matching is required). 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).

Thanks for considering this initiative for the Ready4LIFE program.

Sincerely,  
*Debbie Burrell-Butler*  
Debbie Burrell-Butler  
Executive Director, MBA

**Enclosed:** Schedules A & B,

**CC:** Shawyn Patterson-Howard, Mayor  
Darren Morton, Comptroller  
Brian Johnson, Corporation Counsel



**DEPARTMENT OF PUBLIC SAFETY**

BUREAU OF POLICE  
ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
(914) 665-2500

**DAVID GIBSON**  
COMMISSIONER

**JENNIFER LACKARD**  
DEPUTY COMMISSIONER of Reform

**MARCEL OLIFIERS**  
CHIEF OF OPERATIONS

**SHAWYN PATTERSON - HOWARD**  
MAYOR

March 18, 2025

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

**Subject: Request to Enter into Agreement to receive Reimbursement of Prisoner Transportation from Westchester County Department of Correction**

Dear Council Members,

This letter comes to request that legislation be enacted enabling the Mayor to enter into an agreement with the Westchester County Department of Correction for the reimbursement of prisoner transportation services for the years 2023 and 2024. Under the terms of this proposed agreement, the payment structure for prisoner transportation is as follows:

**For 2023:**

- \$230.73 per round trip with two police officers
- \$346.10 per round trip with three police officers

**For 2024:**

- \$237.65 per round trip with two police officers
- \$356.49 per round trip with three police officers

These payments would be deposited into Budget Line A2229.5 (County Transport for Prisoners).

The Mount Vernon Police Department (MVPD) currently provides round-trip prisoner transportation between the Police Department and the Westchester County Department of Correction for prisoners remanded by court order to the Westchester County Jail, who are required to appear before the local Court. This service utilizes MVPD's own personnel and vehicles.

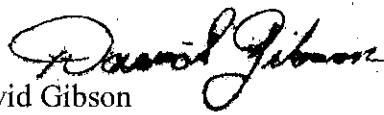
Cc: Mayor

Comptroller  
Law Department

In addition, the Police Department should receive reimbursement for vehicle usage, which is estimated at **16 miles each way** between the City of Mount Vernon and the Westchester County Jail, at a rate of **\$0.67 per mile**.

We respectfully request that legislation be passed to authorize the Mayor to enter into this agreement, ensuring the reimbursement of these transportation costs for 2023 and 2024.

Sincerely,

  
David Gibson  
Commissioner of Public Safety



CITY OF MOUNT VERNON, N.Y.  
DEPARTMENT of ASSESSMENT

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY. 10550  
(914) 665-2328 – Fax: (914) 665-3522

Stephanie Vanderpool  
*Commissioner*

Cranson D. Johnson  
*Deputy Commissioner*

March 20, 2025

Honorable Danielle Browne Esq.  
City Council President  
City Hall  
Mount Vernon, NY 10550

**(Through the Office of the Mayor)**

RE: Transfer of Funds

Dear City Council Members,

I am respectfully requesting legislation from your governing body authorizing the transfer in the amount of \$15,000 from Assessor's Leasing, Printing & Copy (407) to Assessor's Remapping (204).

This transfer is within the Department of Assessment budget lines. The transfer between budget lines is necessary to ensure the official mapping of the City of Mount Vernon is maintained.

**FROM**

**A1355-407 Assessor's Leasing, Printing & Copy**

**TO**

**A1355-204 Assessor's Remapping**

Respectfully

Stephanie G. Vanderpool

Commissioner of Assessment

Cc: Mayor  
Comptroller Office  
Law Department  
Office Copy  
SV/CDJ