

City of Mount Vernon, New York

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



Referral Packet - Final

Wednesday, May 28, 2025

7:00 PM

**CITY COUNCIL CHAMBERS
CITY HALL**

City Council

NICOLE BONILLA, M.B.A.
City Clerk

JORDAN A. RIULLANO, J.D.
Deputy City Clerk

**A REGULAR MEETING OF THE CITY OF THE MOUNT VERNON CITY COUNCIL
HELD ON WEDNESDAY, MAY 28th, 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: Edward Poteat, President Pro Tempore

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

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Edward Poteat, President Pro Tempore 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”. Edward Poteat, President Pro Tempore explained the 3-minute-plus-1 public comment rule. He then asked a Councilperson to lead the council in the Pledge of Allegiance. President Pro Tempore then proceeded to the Public Speakers session of the evening (listed below as public comment).

PUBLIC COMMENT

REFERRAL SESSION

Roll Call administered by City Clerk Nicole Bonilla

REPORTS OF STANDING COMMITTEES AND ACTION THEREON

To the Council:

LEGISLATION AND PUBLIC WORKS

1. [TMP
-1362](#) Office of the Mayor: An Ordinance Authorizing the Execution of an Updated Memorandum of Understanding (MOU) with the Bloomberg Harvard City Leadership Initiative

Code: LPW

2. [TMP
-1413](#) Department of Public Works: Willie Brown: An Ordinance Authorizing Street Closure and Traffic Control Measures for the 12th Annual "I Know You Got Soul" Car Show hosted by the Mount Vernon Classic Car Club of New York

Code: LPW

3. [TMP
-1397](#) Department of Management Services: An Ordinance Authorizing the Purchase of Archive Social Services from CivicPlus and Appropriating Funds

Code: LPW

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4. [TMP](#)
[-1395](#) Department of Public Works: An Ordinance Authorizing the Condemnation and Disposal of City-Owned Vehicles - May 2025
- Code:** LPW
5. [TMP](#)
[-1411](#) Department of Public Works: An Ordinance Authorizing the Mayor to Execute an Amendment to the Agreement with National Water Main Cleaning Company for Sewer Rehabilitation Phase 1 - (Project 122022-2)
- Code:** LPW
6. [TMP](#)
[-1412](#) Department of Public Works: An Ordinance Authorizing the Award of a Contract to the Lowest Responsible Bidder for Phase 2 of the Sewer System Cleaning and Investigation Project - (Contract 3062025)
- Code:** LPW
7. [TMP](#)
[-1408](#) Department of Recreation: An Ordinance Authorizing the Department of Recreation to Co-Sponsor the "Living my Best Life" Community Health Fair in Partnership with T. Fraser Productions
- Code:** HR
8. TMP
-1398 Board of Water Supply: An Ordinance Authorizing a Salary Increase for the Position of Lead Service Line Coordinator within the Board of Water Supply
- Code:** LPW
9. TMP
-1399 Board of Water Supply: An Ordinance Authorizing the Increase of Salary for the Lead Service Line Administrator of the Board of Water Supply
- Code:** LPW
10. [TMP](#)
[-1391](#) Office of the City Clerk: An Ordinance Authorizing Attendance at the 2025 Summer IIMC Municipal Clerks Education Program
- Code:** LPW
11. [TMP](#)
[-1392](#) Office of the City Clerk: A Resolution of the City Council of the City of Mount Vernon, Appointing Jordan Riullano as Deputy City Clerk for the City of Mount Vernon
- Code:** LPW
12. [TMP](#)
[-1409](#) City Council: A Resolution of the City Council of the City of Mount Vernon, New York Celebrating and Honoring First Lady Inez N. Richardson - (for 50 years of faith, dedication to Grace Baptist Church and the city of Mt.Vernon)
- Code:** LPW
-

13. [TMP](#)
[-1410](#) City Council: A Resolution of the City Council of the City of Mount Vernon, New York, Recognizing the Extraordinary Work and Service of the Delta Nu Sigma Alumnae Mt. Vernon Chapter of Sigma Gamma Rho Sorority, Inc.
- Code:** LPW
14. [TMP](#)
[-1414](#) City Council: Resolution for Home Rule Request in Support of the State Senate Assembly - An Act to Amend the Vehicle and Traffic Law and the Public Officers Law, in Relation to Authorizing the City of Mount Vernon to Establish a School Speed Zone Demonstration Program; and Providing for the Repeal of such Provisions upon Expiration Thereof
- Code:** LPW
15. [TMP](#)
[-1415](#) City Council: Resolution for Home Rule Request in Support of the State Senate Assembly - An Act to Amend the Tax Law, in Relation to Authorizing the City of Mount Vernon to Impose a Hotel and Motel Tax, and Providing for the Repeal of such Provisions upon Expiration Thereof
- Code:** LPW

To the Council:

HUMAN RESOURCES

16. [TMP](#)
[-1396](#) Youth Bureau: An Ordinance Authorizing the Youth Bureau to Host the 5th Annual "Let Your Colors Shine" Pride Day Event on June 5, 2025, and Related Actions
- Code:** HR
17. [TMP](#)
[-1417](#) Youth Bureau: An Ordinance Authorizing the Mayor to Enter into a Service Agreement with the Westchester County, Westchester County Board of Legislators, and the Westchester County Youth Bureau for Funding of the Sexual Risk Avoidance Education Program (S.R.A.E.P.) - (from May 15, 2025, through December 31, 2025)
- Code:** HR

To the Council:

PUBLIC SAFETY AND CODES

18. [TMP](#)
[-1381](#) Department of Public Safety: An Ordinance Authorizing Two (2) Members of Service to Attend REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course
- Code:** PSC
19. [TMP](#)
[-1382](#) Department of Public Safety: An Ordinance Authorizing Three (3) Members of Service to Attend the FBI Basic Police Sniper School Training Program
- Code:** PSC

20. [TMP](#)
[-1383](#) Department of Public Safety: An Ordinance Authorizing Two (2) Members of Service to Attend the Noble Cause Training and Development: Sergeant Summit
- Code:** PSC
21. [TMP](#)
[-1419](#) Department of Public Safety: An Ordinance Authorizing Two (2) Members of Service to Attend the Combined Tactical Systems Training: Less Lethal Instructor School at the Westchester County Police Academy
- Code:** PSC
22. [TMP](#)
[-1427](#) City Council: A Resolution of the City Council of the City of Mount Vernon, Authorizing an Agreement Terminating Certain Covenants and Restrictions for the Previously Approved Q West Towers Project - (25 and 29 North Macquesten Parkway and 1 and 7-11 North Macquesten Parkway)
- Code:** PSC

To the Council:

FINANCE AND PLANNING

23. [TMP](#)
[-1376](#) Department of Assessment: An Ordinance Authorizing the Amendment of Ordinance No. 16, adopted by the City Council on November 13, 2024, entitled "AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION FOR A CORRECTION FOR THE TAX YEARS 2023 AND 2024 FOR CITY, COUNTY AND SCHOOL TAX BILLS AND DIRECTING THE COMPTROLLER TO ISSUE A REFUND/CREDIT TO METRO GREEN REALTY OF WESTCHESTER, LLC / O OAK STREET - (BLOCK 164.68-1055-19) DUE TO A CORRECTION OF ERROR)"
- Code:** FP
24. [TMP](#)
[-1416](#) Department of Planning & Community Development: An Ordinance Authorizing the Amendment to the Professional Services Agreement between the City of Mount Vernon and LaBella Associates, DPC, to add Consulting Services for Planning Board Review
- Code:** FP
25. [TMP](#)
[-1418](#) Department of Planning & Community Development: An Ordinance Authorizing the Mayor to Execute a Letter of Commitment with ARUP in Support of a Natural Solutions Innovation Challenge Sponsored by NYSERDA
- Code:** FP

ADD-ON**HUMAN RESOURCES**

26. [TMP](#)
[-1431](#) Department of Recreation: 2025 Sickie Cell Symposium

Code: HR

PUBLIC SAFETY AND CODES

27. [TMP](#)
[-1234](#) Department of Planning and Community Development: An Ordinance Authorizing the Amendment of Chapter 267 Entitled Zoning of the Municipal Code of the City of Mount Vernon to Permit and Regulate Indoor Amusement Uses in the CB, I, and LI-7.5 Districts

Code: PSC

28. [TMP](#)
[-1428](#) City Council: An Ordinance Granting Approval for a New Two-Family Detached Residence and Curb Cut at 145 South Fulton Avenue

Code: PSC

FINANCE AND PLANNING

29. [TMP](#)
[-1430](#) Resolution for Home Rule Request - An Act to Amend the Tax Law, in Relation to Increasing the Tax on Deeds in the City of Mount Vernon

Code: FP

AWARDS / PRESENTATIONS / SWEARING IN**OTHER BUSINESS/CLOSING COMMENTS**



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 -1362

Agenda Date: 5/14/2025

Agenda #: 1.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 14, 2025, and signed by the Mayor on May 15, 2025, authorizing the Execution of an Updated Memorandum of Understanding (MOU) with the Bloomberg Harvard City Leadership Initiative- (the updated MOU shall not impose any financial obligation on the City, as the Fellow's services are provided through the Bloomberg Harvard City Leadership Initiative at *no* cost to the City of Mount Vernon); be, and the same is hereby approved.

City Council:

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN UPDATED MEMORANDUM OF UNDERSTANDING (MOU) WITH THE BLOOMBERG HARVARD CITY LEADERSHIP INITIATIVE

Whereas, by letter dated April 21, 2025, the Mayor has requested legislation authorizing her to execute the updated Memorandum of Understanding (MOU) between the City of Mount Vernon and the Bloomberg Harvard City Leadership Initiative, in substantially the form presented to the City Council and attached hereto; and

Whereas, the City of Mount Vernon, through the leadership of the Patterson-Howard Administration, has established a valuable partnership with the Bloomberg Harvard City Leadership Initiative at the Harvard Kennedy School of Government; and

Whereas, this partnership has facilitated the placement of a Bloomberg Harvard City Hall Fellow in the City of Mount Vernon's Buildings Department, providing critical operational support at no cost to the City; and

Whereas, the services rendered by the Fellow have significantly contributed to the administration's strategic goals of improving departmental efficiency, enhancing service delivery, and supporting policy development within City operations; and

Whereas, the Bloomberg Harvard team has issued updated grant award language and provided a revised Memorandum of Understanding to ensure compliance with current grant reporting and administrative standards; and

Whereas, while the substance of the fellowship and the City's obligations remain unchanged, the updated MOU reflects necessary technical revisions to align with the Initiative's current requirements; **Now**,

Therefore, Be It Resolved That

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

Section 1. Authorization to Execute Updated MOU. The Mayor of the City of Mount Vernon is hereby authorized to execute the updated Memorandum of Understanding between the City of Mount Vernon and the Bloomberg Harvard City Leadership Initiative, in substantially the form presented to the City Council and attached hereto.

Section 2. Ratification of Prior Acts. All actions heretofore taken by the Mayor, the Buildings Department, or other officers or employees of the City in connection with the Bloomberg Harvard City Hall Fellowship are hereby ratified and confirmed.

Section 3. No Fiscal Impact. Executing the updated MOU shall not impose any financial obligation on the City, as the Fellow's services are provided through the Bloomberg Harvard City Leadership Initiative at no cost to the City of Mount Vernon.

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) 665-2362 – Fax: (914) 665-6173

MALCOLM CLARK
Chief of Staff

KHENDRA DAVID
Deputy Chief of Staff

April 21, 2025

The Honorable City Council
City of Mount Vernon
City Hall
1 Roosevelt Square
Mount Vernon, New York 10550

Re: Updated Memorandum of Understanding (MOU) with Bloomberg Harvard City Leadership Initiative

To the Honorable City Council,

The Patterson-Howard Administration continues to benefit from its strategic partnership with the Bloomberg Harvard City Leadership Initiative at the Harvard Kennedy School of Government. Through this collaboration, the City of Mount Vernon has been afforded the opportunity to host a Bloomberg Harvard City Hall Fellow—at no cost to the City—who supports critical operations within the Buildings Department.

We are now submitting an updated Memorandum of Understanding (MOU) to reflect the new grant award language provided by the Bloomberg Harvard team. While the scope of the fellowship and the City's role remain the same, the revised language ensures alignment with current grant compliance and reporting standards.

This letter serves as a formal request for the City Council's approval to authorize the execution of the updated MOU. The Fellow's placement continues to provide meaningful policy support and workflow development, contributing to the administration's broader goals of improving departmental efficiency and service delivery.

A copy of the revised MOU is attached for your review. Please do not hesitate to contact my office should you have any questions or require further information.

In Service,

Mayor Shawyn Patterson-Howard, MPA
City of Mount Vernon

Cc: Law, DOB, HR

"The Jewel of Westchester"

Bloomberg Harvard City Leadership Initiative

Memorandum of Understanding

This Memorandum of Understanding (“MOU”) is entered into as of April 21, 2025 between President and Fellows of Harvard College acting through the Bloomberg Harvard City Leadership Initiative at the John F. Kennedy School of Government (“Harvard”) and the City of Mount Vernon, NY acting through the Office of the Mayor (“CITY”). Each of Harvard and the CITY are sometimes referred to herein as a “Party” and collectively as the “Parties.”

The purposes of this MOU are (A) to state terms regarding the employment by the CITY of a Bloomberg Harvard City Hall Fellow (“Fellow”), who is a graduate of a masters or professional degree program at Harvard University; and (B) to provide for the Fellow to work for the leadership team of the Mayor of the CITY for a two-year term on a specific policy area (the “Engagement”).

The Parties agree as follows:

1. Scope of Engagement. The Fellow will work with the leadership team of the Mayor of the CITY, providing general support on a specific priority area and deliverables. Harvard and the CITY shall agree in advance on the project or policy area on which the CITY will engage the Fellow and the expected dates of the Engagement to ensure that the Engagement includes sufficiently meaningful and rigorous responsibilities to warrant inclusion in the Fellowship program.
2. Grant Award. Harvard will provide a grant to the CITY in an amount not to exceed \$150,000 (“Grant Award”), to be paid in installments on a quarterly basis during the period of the fellowship. The Grant Award will be used solely to reimburse the CITY’s costs of the Fellow’s salary, employee benefits, housing stipend, and subscriptions during the period of the fellowship. The Grant Award will be subject to a one-time increase to reflect a standard cost-of-living increase applicable to similarly situated CITY employees on the condition that the CITY first provides Harvard with reasonable supporting documentation as to the amount, timing and general applicability of such increase to similarly situated CITY employees.

The CITY will provide to Harvard a written statement of expenditures on a quarterly basis. On or before the tenth (10th) day following the end of each quarter during the period of the fellowship, the CITY will provide a written statement to Harvard setting forth specific amounts expended by the CITY on the Fellow’s salary, employee benefits, housing stipend, and subscriptions during the quarter just ended. Within thirty (30) days following receipt of such written statement, Harvard will pay such amounts to the CITY, provided that the total of all such quarterly payments shall not exceed the maximum amount of the Grant Award stated above.

If the CITY fails to use the Grant Award as specified herein, the CITY shall immediately inform Harvard and shall refund the unused grant amount to Harvard within 60 days of such nonuse (and, in any event, within 60 days following Harvard’s written request). This obligation will apply whether or not failure to

use the Grant Award funds results from termination of this Agreement pursuant to Section 6, the Fellow ceasing to be an employee of CITY, an act or omission of CITY, or for any other reason.

3. Supervision. The CITY will give work assignments to the Fellow and will supervise the Fellow's work for the CITY. The Mayor and the Mayor's leadership team will provide supervision, mentorship and guidance to help support the Fellow's tasks, objectives, and professional development. The CITY will provide access to all data, systems and technology necessary for the Fellow to conduct his or her work, commensurate with such access as CITY provides to other employees of its leadership team.

To advance the goals of the Bloomberg Harvard fellowship program, Harvard will provide at least two trainings for the Fellow, the first at the commencement of the Engagement and a second partway through the Engagement. So that Harvard may receive meaningful feedback regarding the fellowship program, the CITY supervisor overseeing the Fellow and Communications Director will communicate from time to time at Harvard's request on the Fellow's mentorship and work.

4. Salary and Benefits; Office Facilities; Compliance. CITY will employ the Fellow as a full-time employee of the CITY for two years, and shall pay the Fellow's salary at the same frequency and with standard cost-of-living raises as are given to comparable CITY employees, as specified in Section 2 above. CITY shall comply with all applicable laws, ordinances, codes and regulations of federal, state and local governments in connection with or related to the performance of this Agreement and CITY's employment of the Fellow. Without limiting the foregoing, CITY shall be responsible to comply with all applicable laws pertaining to employee/independent contractor classification, and shall be responsible for any damages, fines or other payments that may arise from or relate to any misclassification by CITY. CITY shall not discriminate, in any way, against any person on the basis of race, sex, color, age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of this Agreement. In no event will Harvard be deemed an employer, joint employer or co-employer of the Fellow.

The CITY will provide the Fellow with suitable office resources, including a desk, a computer, a phone, an email account, and appropriate access to CITY networks, servers, and printers. CITY will also provide access to general productivity software such as word and data processing and email programs, and such other software programs as may be appropriate for the Fellow's work.

5. CITY Direction and Control. While conducting work for CITY, the Fellow shall at all times be under the direction and control of the CITY. The CITY will provide the Fellow with all employee benefits and privileges, immunities, and workplace procedures and protections as it provides comparable full-time CITY employees. The CITY will be responsible to inform the Fellow as to any applicable conflict of interest laws, ethics rules, and public records laws and guidelines, to the extent such laws and rules apply to the Engagement and the Fellow's position as an employee of the CITY. The Fellow must complete any required training or other requirements related to his or her Engagement offered by CITY. CITY will be responsible to provide appropriate orientation to the Fellow regarding workplace rules and expectations, including providing the Fellow with a written copy of applicable CITY policies and procedures. In no event will Harvard be responsible for Fellow's compliance or non-compliance with such

rules, regulations, laws or workplace policies and procedures as may apply to the Fellow during the course of the Engagement.

6. Term and Termination. This Agreement will commence on the Effective Date and remain in effect until the later of the second (2nd) anniversary of the Effective Date or the date on which the Engagement of the Fellow is completed, unless sooner terminated as provided herein. Either Party may terminate this Agreement on ninety (90) days' prior written notice to the other Party, provided that any Fellow working for the CITY at the time of such notice will be permitted to complete his or her Engagement and the terms of this MOU will continue to apply for the remainder of such Engagement. Notwithstanding the foregoing, Harvard may terminate the fellowship award for any Fellow in the event it determines the purposes of the fellowship are not being fulfilled or in the event a Fellow elects to withdraw from the fellowship, and the CITY may terminate a Fellow's employment in accordance with applicable laws and CITY regulations, in the event it determines the employment is no longer suitable. In such event, the Party taking action to terminate shall provide prompt written notice to the other Party of such termination. CITY will be solely responsible for all employer obligations relating to termination of employment of the Fellow.

The CITY and Harvard will perform their respective obligations to create a successful Engagement, and will discuss and attempt to amicably resolve any issues that arise as to their respective obligations.

The provisions of Sections 5-9 will survive termination or expiration of this Agreement.

7. Limitation of Liability. The CITY understands and agrees that Harvard is not responsible for the performance, misfeasance, or non-performance by the Fellow, and that Harvard does not warrant or make any representations concerning the accuracy, completeness, suitability, condition or benefits of the Fellow's work, including any ideas, judgments, opinions, projections, analyses or estimates which the Fellow may provide in the course of the Engagement. The CITY agrees that (i) any decision the CITY may make to rely on any work product provided by the Fellow shall be at its own risk, and the CITY shall not make, and hereby waives, and fully releases and discharges Harvard from, any and all claims or causes of action relating to, any claims, liabilities, losses, damages, costs or expenses of any kind which the CITY may at any time sustain or incur in connection with or arising out of any work product or the CITY's reliance thereon or use thereof, or any other aspect of the Engagement and employment of the Fellow.

In no event shall CITY or Harvard be liable to the other for any indirect, consequential, exemplary or punitive damages whatsoever in connection with claims arising under or relating to this MOU, whether based upon a claim or action of contract, warranty, negligence, strict liability, or any other legal theory or cause of action, even if advised of the possibility of such damages.

8. Intellectual Property

The CITY shall be responsible to make arrangements directly with the Fellow in regard to ownership of work product produced by the Fellow in the course of the Engagement, and Harvard shall have no responsibility in regard to any such arrangements. Notwithstanding the foregoing, the CITY shall not condition, restrict or delay the Fellow's right to present or publish works of authorship describing the Fellow's experience and insights regarding the Engagement.

9. Publicity and Use of Names. Neither Party may issue a press release or other public announcement about this MOU, nor may it use any name, trademark or insignia of the other Party (or of any school, department or unit of the other Party) for promotional purposes or any other purposes in connection with this MOU, without the prior written approval of the other Party, except that each Party may identify the other in any description of the MOU in its customary listings of activities. Without limiting the foregoing, the Bloomberg Harvard City Leadership Initiative at the Harvard Kennedy School may state on its website that it is funding a fellowship for the Fellow to work for CITY.

10. Other Provisions.

(a) Severability. In the event that any provision or section of this MOU shall be held to be invalid by any court, such holding shall not affect in any respect whatsoever the validity of the remainder of the MOU.

(b) Notices. Any notice under this MOU may be given in person, or sent by fax, by electronic mail, by registered or certified mail, postage prepaid, or by recognized delivery service, to the Party's addresses listed below (or such other address as a Party may designate by notice given in accordance with this Section 10(b)), and such notice shall be deemed to have been given when so delivered, sent by fax or electronic mail, or mailed.

City of Mount Vernon
City Hall- One Roosevelt Square
Mount Vernon, NY 10550

Bloomberg Harvard City Leadership Initiative
Neel Chaudhury
79 JFK Street, Mailbox #94
Cambridge, MA 02138

(c) Force Majeure. Neither Party shall be liable for any delays or failures in performance due to circumstances beyond the Party's reasonable control.

(d) Entire Agreement; Amendment. This MOU constitutes the entire agreement between the Parties with respect to the transactions which are the subject matter hereof, and supersedes all prior or contemporaneous agreements concerning such transactions. This MOU may not be amended or modified except with the written consent of both Parties.

(e) No Third-Party Beneficiaries. No person or entity other than the Parties shall have any rights, interests or claims under this Agreement or be entitled to any benefits under or on account of this Agreement as a third-party beneficiary or otherwise.

Executed as of the date first stated above

For City of Mount Vernon, NY through
the Office of the Mayor

For President and Fellows of Harvard
College acting through the Bloomberg
Harvard City Leadership Initiative at the
John F. Kennedy School of Government

By: Shawyn Patterson Howard By: _____

Printed Name: Shawyn Patterson Howard Printed Name: _____

Title: Mayor

Title: _____

Date: April 21, 2025

Date: _____

Payment Details: Award payments from Harvard are issued via EFT or check through the Buy-2-Pay system. You must be registered in the system in order to receive payment. Please indicate below the information of the individual from your CITY who will manage the B2P payment process and be sent the B2P system invitation email:

Name of individual handling B2P Process : _____

Email Address to send invitation: _____

Contact Phone Number: _____

Check Mailing Address: _____



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 -1413

Agenda Date: 5/28/2025

Agenda #: 2.

City Council:

AN ORDINANCE AUTHORIZING STREET CLOSURE AND TRAFFIC CONTROL MEASURES FOR THE 12TH ANNUAL “I KNOW YOU GOT SOUL” CAR SHOW HOSTED BY THE MOUNT VERNON CLASSIC CAR CLUB OF NEW YORK

Whereas, in a letter dated April 25, 2025, the Mount Vernon Car Club President formally requested authorization the temporary closure of West 7th Street between 3rd Avenue and 4th Avenue from 8:00 a.m. to 6:00 p.m. on Saturday, September 20, 2025, to accommodate the setup, operation, and takedown of the “I Know You Got Soul” Car Show; and

Whereas:

- The Mount Vernon Classic Car Club of New York has organized and successfully hosted the “I Know You Got Soul” Car Show for eleven consecutive years, becoming a cherished tradition within the City of Mount Vernon; and
- The 12th Annual “I Know You Got Soul” Car Show is scheduled to be held on Saturday, September 20, 2025, from 10:00 a.m. to 5:00 p.m. at Brush Park; and
- The event is expected to bring together residents, visitors, and automobile enthusiasts in a positive, family-friendly environment, fostering community spirit and economic activity; and
- In order to ensure the safety and enjoyment of attendees, temporary traffic control measures and parking restrictions are necessary; and

The City of Mount Vernon recognizes the importance of this event and seeks to support its successful operation in a safe and orderly manner; **Now, Therefore, Be It Resolved That**

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

Section 1. Street Closure Authorization. The City Council hereby authorizes the temporary closure of West 7th Street between 3rd Avenue and 4th Avenue from 8:00 a.m. to 6:00 p.m. on Saturday, September 20, 2025, to accommodate the setup, operation, and takedown of the “I Know You Got Soul” Car Show.

Section 2. Rain Date. In the event of inclement weather, the City authorizes the same street closure and event logistics to occur on the rain date of Saturday, September 27, 2025, during the same period.

Section 3. Traffic Control Devices. The Department of Public Works (DPW) is directed to provide and place six (6) “Do Not Cross” barricades to secure the event perimeter and facilitate the

safe flow of pedestrian traffic.

Section 4. Public Works and Safety Support.

The Department of Public Works shall:

- Post “No Parking” signs on West 7th Street between 3rd Avenue and 4th Avenue 72 hours on both the event date and the rain date before the event.
- Place appropriate street closure banners at designated intersections.

The Mount Vernon Police Department shall:

- Provide special attention via the sector car and patrol supervisor.
- Authorize the hiring of additional officers on an overtime basis if needed, at the expense of the event organizer.

Section 5. Event Cleanup. The Mount Vernon Car Club shall ensure that the event area is cleaned before and after the event and that no debris or waste is left in the public right-of-way.

Section 6. Liability and Insurance. The Mount Vernon Car Club has submitted a valid Certificate of Insurance naming the City of Mount Vernon as an additional insured. The Club assumes responsibility for ensuring all event activities comply with applicable safety and city codes.

Section 7. Notification and Coordination. The Mount Vernon Classic Car Club of New York shall coordinate with the Mount Vernon Police Department, Department of Public Works, and other relevant city agencies to ensure compliance with safety, noise, and sanitation regulations.

Section 8. Effective Date. This Ordinance shall take effect upon the filing of the above-described documents in the office of the City Clerk of Mount Vernon.



Mount Vernon Classic Car Club
663 Locust Street, Apt 2A
Mount Vernon NY 10552
(866) 664-9455

Honorable Members of the City Council
City Hall Room 104
One Roosevelt Square
Mount Vernon, NY 10550

April 25th, 2025

Honorable Members OF the City Council

The Mount Vernon Classic Car Club of New York is having our 12th Annual "I Know You Got Soul" Car Show at Brush Park, Saturday, Sept 20th 2025 from 10am to 5pm. As always, we are looking to make this a great experience for the City of Mount Vernon and all our guests.

Below are the items we are requesting

- Closing of West 7th Street between 3rd and 4th Ave
- (6) Do Not Cross Barricades to close street
- Rain date Saturday, Sept 27th 2025
- No Parking Signs on West 7th Street

Please review our Special Event application and approve through your normal process.

If you have any questions, feel free to contact me at (914) 907-4426.

Thank you for your cooperation and time.

Willie Brown Jr

Willie Brown

MV Car Club / President

Special Event Application

Applicant

Primary Location

SEB-25-1

 Willie Brown Jr

555 THIRD AV ,S
Mount Vernon, NY 10550

Submitted On: Apr 28, 2025

 mvclassiccars@yahoo.com

Applicant Information

Is the applicant an individual or an organization?

Business / Organization

Applying Organization / Business Name

Mount Vernon Classic Car Club

Applicant Address (Street Name, City, State, ZIP code, PLEASE!)

Applicant's Daytime Phone Number

Organization/Business Main Contact Person

Willie Brown Jr

Event Information

Event Name

12 Annual "I Know You Got Soul" Car Show

Event Sponsor

Mount Vernon Classic Car Club

Event Date

09/20/2025

Rain Date

09/27/2025

Event Location

Brush Park
555 South 3rd Ave
Mount Vernon NY 10550

Start Time (e.g. 10 AM)

10am

End Time (e.g. 7 PM)

4pm

Streets to be Closed (Please include cross streets, e.g. 3rd Ave, between 1st and 2nd Streets)

West 7th Street between 3rd and 4th Ave

Event Information

Event details.

Annual Classic Car Show

Special Accommodations (Check all necessary for your event)

Parking Control

true

Sound Amplification Equipment

--

Use of Open Flame

--

Stage, Tent, or Canopy

--

Will you be having any vendors at your event?

Are you requesting to use Private Security?



Office of the City Clerk
One Roosevelt Square, Room 104
Mount Vernon, New York 10550
(914) 665-2351
cityclerk@mountvernonny.gov

EVENT NAME & DATE: I Know You Got Soul Car Show 4/28/25
EVENT SPONSOR: Mount Vernon Classic Car Club

REIMBURSEMENT AND INDEMNIFICATION AGREEMENT

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

ADDITIONAL GUIDELINES

- Sidewalks are to remain open to pedestrians with proper visible signage.
- The Police Department will determine whether police presence is required and how much is required. The event organizers will have to pay the salary for each officer. Payment must be received 72 hours in advance of the event. The Police Department will determine if Auxiliary Police can be used in lieu of Police Officers.
- If requesting authorization to procure private security, all must have an NYS Security License and provide proof of being bonded. All documentation must be submitted 72 hours before the event.
- No alcohol use is permitted on city property as per City Code §191-1. The sale of alcohol is prohibited.
- If your event is in a residential area and using vendors, the vendors must set up only on one (1) side of the street and not obstruct driveways.

IN WITNESS WHEREOF, the Sponsor/Organization/Applicant for the Block Party/Special Event Permit.
(Must be signed in the presence of a Notary/Commissioner of Deeds)

Print Name:	<u>Willie Brown Jr</u>
Authorized Officer Title (if applicable):	<u>President of Mount Vernon Car Club</u>
Signature:	<u>[Signature]</u>

State of New York ss.:
County of WESTCHESTER

On the 28 day of APRIL in the year 2025 before me, the undersigned, personally appeared WILLIE BROWN JR, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public/Commissioner of Deeds:
Subscribed and sworn/affirmed before me this) 28 day of APRIL, 2025
Print Name: VELMA SAUNDERS
Signature: [Signature]
Qualified in WESTCHESTER County Commission Expires: JULY 20, 2027

effective: April 1, 2025

VELMA SAUNDERS
Notary Public, State of New York
REGISTRATION NO. 01SA0011512
QUALIFIED IN WESTCHESTER COUNTY
COMMISSION EXPIRES JULY 20, 2027

NO

NO

Additional Notes/Requests

Additional Information

Note: Only classic car participates will be parked on West 7th Street (No Vendors, DJ etc will be located on street)

Applicant Acknowledgement

I, the applicant, acknowledge that the information contained in this application is true and complete to the best of my knowledge. I affirm that I, all other parties to this application, as well as those involved with this event will abide by the laws of New York State, and the ordinances of the County of Westchester and the City of Mount Vernon.

true

Mount Vernon Classic Car Club

12th Annual “I Know You Got Soul” Car Show

Standard Flyer

MOUNT VERNON CLASSIC CAR CLUB PRESENTS

11th Annual

I KNOW YOU GOT SOUL

CAR SHOW

SATURDAY, SEPT. 21, 2024 - 10AM to 4PM

50/50 Raffle, Door Prizes
BBQ, Fried Fish & Kool Aid
Trophies, Judging
60s - 70s Soul Music
And Much, Much, More!

**Cars \$20
Bikes \$5**

BRUSH PARK
555 South 3rd Ave.
Mount Vernon, NY

Rain Date: Sept. 28, 2024

No Dogs or Loud Music Will
Be Allowed At This Event

WWW.MVCLASSICCARS.COM **PHONE: (866) 664-9455**

Car Show Date: **Sept 20, 2025**

Rain Date: Sept 27, 2025

12 Annual “I Know You Got Soul” Car Show Setup



A: Classic Car Participants in main parking area in Brush Park

B: Classic Car Participants secondary parking on 7th Street

C: Classic Car Participants overflow parking on field number one in rear of the park

D: Street closure of West 7th Street between 3rd and 4th Ave at 10am.



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

May 5, 2025

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

RE: I know You Got Soul Car Show at Brush Park, Saturday September 20,2025

Replying to your memo regarding the 12th Annual I know You Got Soul Car Show at Brush Park, Saturday September 20,2025 (rain date: Saturday September 27,2025) from 10:00AM-5:00PM, please be advised that the Department of Public Works has no objections and will provide barriers to the following street closures:

- Closing of West 7th Street between 3rd Avenue and 4th Avenue
- (6) Do Not Cross Barricades to close street

No parking signs will be placed along West 7th Street between 3rd Avenue and 4th Avenue seventy-two (72) hours in advance.

Best regards,

A handwritten signature in blue ink, appearing to read "John Nuculovic", is written over the typed name.

John Nuculovic
Deputy Commissioner of Public Works
JN/dg



Fire Department Inspection

Record No. SEB-25-1

Status

Completed

Became Active

May 5, 2025

Assignee

Dennis Rivera

Due Date

None

Primary Location

555 THIRD AV ,S
Mount Vernon, NY 10550

Owner

CITY OF MOUNT VERNON
Roosevelt Square One Mount Vernon,
NY 10550

Applicant

Willie Brown Jr

914-907-4426

@



mvclassiccars@yahoo.com

663 LOCUST ST

APT 2A

MOUNT VERNON, NY 10552


Inspection Types

Fire - Fire / Life Safety Inspection (General)	 SCHEDULED
No past inspections.	
Fire - Public Assembly	 SCHEDULED
No past inspections.	

Saturday, September 20, 2025

555 THIRD AV ,S, Mount Vernon, NY 10550

Requested May 5, 2025 at 2:19 pm

 **Confirmed**
The appointment has been scheduled, and is currently awaiting inspection.

Inspection Types

Fire - Fire / Life Safety
Inspection (General)
Fire - Public Assembly

Arrival Window

Sometime in the day

Inspector

 Teddy Beale

Notes

—

Messages

Teddy Beale	May 5, 2025 at 2:21 pm
FDMV - Has no objections to the car show,	

Step Activity

OpenGov system activated this step	05/05/2025 at 1:39 pm
OpenGov system assigned this step to Teddy Beale	05/05/2025 at 1:39 pm
Teddy Beale scheduled an inspection for Sep 20, 2025	05/05/2025 at 2:19 pm
Teddy Beale reassigned this step from Teddy Beale to Dennis Rivera	05/05/2025 at 2:21 pm
Teddy Beale completed this step	05/05/2025 at 2:22 pm

SSD Review and Recommendation

Record No. SEB-25-1

Status

Completed

Became Active

May 5, 2025

Assignee

Daniel DeBenedictis

Due Date

None


Primary Location

555 THIRD AV ,S
Mount Vernon, NY 10550

Owner


CITY OF MOUNT VERNON
Roosevelt Square One Mount Vernon,
NY 10550

Applicant

Willie Brown Jr

914-907-4426

mvclassiccars@yahoo.com

663 LOCUST ST
APT 2A
MOUNT VERNON, NY 10552

Messages

Daniel DeBenedictis  Internal

May 20, 2025 at 11:00 am

I recommend approval of the application. (2) Two Police officers and (1) One Supervisor should be hired on an overtime basis at the expense of the organizer and the supervisor should be authorized to hire additional officers if the need arises.

Step Activity

- OpenGov system activated this step05/05/2025 at 1:39 pm
- OpenGov system assigned this step to Daniel DeBenedictis05/05/2025 at 1:39 pm
- Daniel DeBenedictis approved this step05/20/2025 at 11:00 am



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 -1397

Agenda Date: 5/28/2025

Agenda #: 3.

City Council:

AN ORDINANCE AUTHORIZING THE PURCHASE OF ARCHIVE SOCIAL SERVICES FROM CIVICPLUS AND APPROPRIATING FUNDS

Whereas, in a letter dated May 16, 2025, the Commissioner for the Department of Management Services formally requested authorization to purchase Archive Social services from CivicPlus to support the City's social media archiving and public records compliance; and

Whereas, the City of Mount Vernon utilizes social media platforms to communicate official information to the public; and

Whereas, according to New York State law, including the Freedom of Information Law (FOIL), all social media content disseminated by a municipal entity constitutes official public records and must be properly retained and accessible; and

Whereas, Archive Social, a service provided by CivicPlus, automatically captures and stores all social media posts, comments, edits, deletions, and livestream recordings, thereby creating a tamper-proof and searchable archive that ensures compliance with state records laws; and

Whereas, recent platform policy changes, such as Facebook's deletion of livestream videos after 30 days, effective February 19, 2024, present a risk to the City's ability to preserve essential public records; and

Whereas, Archive Social provides a permanent and verifiable archive of all social media activity, ensuring the City can fulfill FOIL requests, respond to legal inquiries and audits, and maintain public transparency; and

Whereas, the cost of the Archive Social service is \$9,625.60, and funding is available in the approved 2025 budget under budget code A1680.216; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Purchase. The City Council authorizes the Department of Management Services to purchase Archive Social services from CivicPlus to support the City's social media archiving and public records compliance.

Section 2. Funding Appropriation. The sum of Nine Thousand Six Hundred Twenty-Five Dollars and Sixty Cents (\$9,625.60) is hereby appropriated from budget code A1680.216 to cover the full cost of the Archive Social service.

Section 3. Compliance and Transparency. The implementation of Archive Social shall be used to ensure continued compliance with New York State public records law, including FOIL, and to

enhance transparency and public trust through reliable digital recordkeeping.

Section 4. Effective Date. This Ordinance shall take effect immediately upon approval by the City Council, subject to concurrence by the Board of Estimates and Contracts.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

MALCOLM CLARK
Chief of Staff

May 16th, 2025

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

Re: Purchase of Archive Social service from Civicplus

Dear Council Members,

I respectfully request authorization to use budget code A1680.216 to purchase Archive Social from CivicPlus at a cost of \$9,625.60.

Archive Social automatically captures and stores every City social-media post, comment, edit, deletion, and live-stream recording. This archive ensures that Mount Vernon meets all New York State public-records requirements, including the Freedom of Information Law (FOIL).

Why the City Needs Archive Social

- *Guaranteed Records Compliance*
State law treats social-media content as official records. Archive Social secures these records so we can quickly satisfy FOIL requests, legal inquiries, and audits—no matter what happens on third-party platforms.
- *Protection from Platform Deletions*
Since February 19, 2024, Facebook deletes live videos after 30 days. Other policy changes could erase or alter our content at any time. Archive Social gives the City a permanent, tamper-proof copy.
- *Transparency and Public Trust*
The system offers a searchable portal for staff—and, if desired, the public—showing that our communications are complete and unaltered. This reinforces Mount Vernon’s commitment to openness and accountability.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA

Mayor

City Hall, One Roosevelt Square

Mount Vernon, NY, 10550

(914) 665-2362 – Fax: (914) 665-6173

MALCOLM CLARK

Chief of Staff

Please approve allocation of \$9,625.60 from A1680.216 to cover this purchase. We are ready to answer any questions you may have.

Thank you for your consideration.

Respectfully,

Juan Perez

Management Services Commissioner

cc: Shawyn Patterson-Howard, Mayor

cc: Brian Johnson, Corporation Council

cc: Darren Morton, Comptroller



*New York State
Archives*

Understanding the Importance of Managing Social Media Records

January 2021



The University of the State of New York
The State Education Department
New York State Archives
www.archives.nysed.gov

THE UNIVERSITY OF THE STATE OF NEW YORK

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Understanding the Importance of Managing Social Media Records

Many local governments and state agencies are using social media to communicate with citizens and gather feedback. Agencies and governments must be aware that social media is also a records creation platform, and those records must be managed throughout their lifecycle, just like any other record.

For the purposes of this advisory, Social media is defined as any internet site or resource where the user helps determine content. A social media site allows its users to interact with the site's creator and with each other as contributors to the website's content, and social media tools are intended to facilitate interactive information sharing, interoperability, user-centered design, and collaboration. They include blogs, microblogs (Twitter), video sites (YouTube, Vimeo, TikTok), image sharing services (Flickr, Instagram, Snapchat), networking sites (Facebook, LinkedIn), and other interactive sites.

Knowing the Risks

It is important for governments to understand what is involved in using social media as a means of communicating and distributing information to their constituents. Using social media requires thoughtful consideration of access, resources, technology, records management, and security. Before signing up for social media, verify that using it will meet the government's business needs, evaluate the available options, and be aware of the challenges associated with the use of these tools, which include:

- Ownership and control of the information being distributed via a third-party service – who owns it and who has access to it
- Potential challenges complying with records management legal requirements, especially regarding the creation, retention, and disposition of records
- Increased system vulnerability to cyber attacks and viruses due to misuse of social media
- Segregating appropriate and inappropriate use by content creators (including internal staff and external contributors)

These guidelines are intended to help local governments and state agencies mitigate these and other risks associated with the use of social media.

Creating Content

When a government has identified the social media tools that will meet its business needs, the first step is to establish policies and procedures that define who is responsible within the government for developing and publishing content. Several models for managing the content and use of social media have emerged.

Model 1: Limited, controlled access. This model utilizes strict internal controls such as well-documented policies and procedures for developing, approving, and posting content. It also restricts the number of users who have the ability to post to or interact with the government's social media. Under this model governments typically only have one official account per social media platform. By implementing this model, the government sets up checks and balances that allows them to better manage their message, reduce the risk of the social media being used inappropriately, and allows them to have greater control over the records that are being created.

There are a number of third-party tools available (such as Hootsuite, Loomly, or SproutSocial) that enable multiple users to develop social media content while assigning one individual to review and approve it before it is posted. These tools provide solid internal controls that when deployed correctly can help to facilitate this model by centralizing all content development, restricting access to designated users only, allowing users to post to multiple social media sites from one application, and managing interactions with the public.

A disadvantage to these tools is that they may lack the ability to access a social media site being used, particularly if it is very new. There are often recurring financial costs associated with these tools in terms of monthly fees for continued access and technical support and users are reliant on the software developer to continue supporting the tool to ensure that it remains viable.

Model 2: Distributed control. Under this model, some of the strictures are removed allowing for more independence for individual government units. While still following established policies and procedures for creating, approving, and posting content as well as interacting with users, different departments or offices would have the ability to create and maintain content dedicated to their role. For example, in a school district each school would have the ability to run their own set of social media accounts highlighting their own news and events. In a limited, controlled model all information would be funneled through centralized district social media, instead. Much like the limited, controlled model, it is a well-defined set of policies and procedures and limited individual access that allow for its success.

Model 3: No internal controls. This model assumes that social media technologies are not meant to be controlled at all. Instead, organizations should "embrace the unexpected" and allow staff and users to have unmoderated use of social media sites, to enjoy the full benefits of the technology, and to ensure that social media deployment is a spontaneous, grassroots activity. This option can result in situations where organizations have little or incomplete knowledge on what is being said and shared on their behalf, where social media records are being created and who is creating them, and how they can be accessed so that they may be managed.

All of the above models are valid, depending on the needs and culture of the organization, although governments and agencies are especially reluctant to relinquish control and as a result tend to favor Models 1 and 2. A more centralized, controlled approach can help ensure appropriate use and facilitate compliance with records and legal requirements. Conversely, the model with the least amount of oversight has a higher level of risk of inappropriate use, lack of compliance, and accountability which are typically incompatible with the functions of government.

Appropriate Use by Internal Users

Governments should have written policies and procedures for use of social media that includes an appropriate use policy for staff. An appropriate use policy should:

- Specify who is responsible for posting content to social media sites where government information is shared, especially when responding to inquiries on the government's social media posts
- Emphasize that all staff, regardless of whether they contribute to official content, should be professional, civil, and in compliance with records, privacy and other applicable laws
- Mandate that staff indicate when they are speaking in an official capacity and when they are offering a personal opinion
- Require elected officials to separate content they post on behalf of their governments from content reflecting the interests of political campaigns or parties
- Establish guidelines for employee personal use of social media

It may be possible to expand or adapt existing policies for the appropriate use of the internet and email to cover the use of social media sites. A sample social media participation policy from Massachusetts can be found in the National Association of State Chief Information Officers' report *Examining State Social Media Policies: Closing the Gaps* [external link].

<https://www.nascio.org/resource-center/resources/examining-state-social-media-policies-closing-the-gaps/>

Public Comments

Social media sites provide the opportunity to provide public comments. However, there is the potential for a government or agency to be held liable for inappropriate public comments posted to its site. To minimize the risks associated with public comments, governments should post an appropriate use policy for comments as well as a disclaimer stating that the government or agency is not liable for the content of comments posted to the site by outside individuals or entities. However, the government owns this content and must manage it appropriately.

Before developing an appropriate use policy for public comments, governments should be aware that many social media tools have use policies that can be incorporated into their policies and consult with their legal counsel for guidance on how to keep conversations civil without violating free speech. It is imperative that the government actively enforces the policy, monitoring comments from the public daily—or more frequently, if necessary—and deleting comments that violate the stated terms for appropriate use.

The underlying tenets of an appropriate use policy for comments are like the principles that inform policies for the internal use of the internet (including social media sites) and email, and may include prohibitions against:

- Violent, obscene, profane, hateful, or racist comments
- Comments that threaten or defame any person or organization
- Solicitations, advertisements, or endorsements of any financial, commercial or non-governmental agency
- Comments that suggest or encourage illegal activity
- Multiple off-topic posts by a single user
- Repetitive posts copied and pasted by multiple users

Social Media, by definition, invites interaction. Taking these steps will enable a government to actively inform citizens, manage records appropriately, and help protect the government from risks and liability.

System Security

It is important that governments take care to protect their computer systems and that the use of social media doesn't undermine established policies and procedures for internet use and system security. One way to do this is to ensure that the use of social media is consistent with the policies established by the state Office of Information Technology Services.

<https://its.ny.gov/policies?keyword=social%20media>

Service Providers

Social media technologies are typically provided by third party companies that enable the use of their platforms through a generic "terms of service" agreement for all customers. It is important to know what terms are being offered and accepted—and the implications those terms have on managing government records—when establishing a relationship with a social media service provider. Some questions to ask include:

- Who owns and has access to the information posted?
- Where is the information stored?
- How can a government's data be withdrawn from the system, and in what format will it be received?

Some social media services offer special memberships with more options for customization than what the general public would use or need. For example, YouTube offers a membership option for government that allows customers to use their own banner, link back to their website, and post videos

longer than the standard ten-minute length. Service providers generally don't promote these alternatives prominently, so governments may have to be persistent when exploring your options.

Records Retention

Identifying and applying the appropriate retention periods to social media records is a critical step in managing them. In New York State, the New York State Archives establishes the retention periods for government records. Local governments utilize the Local Government Retention Schedule (LGS-1) and state agencies use a combination of the State General Schedule and Records Disposition Authorizations that are tailored to their unique responsibilities to determine how long records must be kept.

The records governments create on social media are not covered by any single retention schedule because records retention is determined by the content of the record and not the format. As a result, there are a variety of retention schedule items that can potentially be used for social media records.

Some examples include:

- A school district announced on their social media that they had hired a new superintendent. That information was not available anywhere else, so that post could be considered a press release. Press releases are covered by LGS-1 item #68 and the post could potentially have a permanent retention period associated with it.
- A town posted recordings of its monthly board meetings to their social media. These recordings are covered by LGS-1 item #51 and only need to be retained for four months after they're created once they've been transcribed or meeting minutes have been created.
- A state agency posted a copy of its Annual Report to their social media. The official copy of the Annual Report had been transferred to the State Archives. Because the copy of the website is a duplicate and is covered by State General Schedule item #90388, it can be destroyed when it is no longer needed.
- And as a final example, suppose a state agency posted a picture on their social media and a user commented with a request for more information. This could be considered an information request and is covered under State General Schedule item #90329. These requests have a retention period of six months after a response has been made.

Because social media utilizes a variety of formats and platforms, traditional records retention and disposition practices will need to be adapted when applied to social media content. Some basic guidelines for managing retention include:

- Determine if the social media contains a record. Records are any information-bearing document created in the course of government business, regardless of format. For the specific laws surrounding the definitions of records in New York State, please see sections 57.05 and 57.17 of the New York State Arts and Cultural Affairs Law.

- If it is a record, determine if it is the official copy of the record or if the information is duplicative of other records being created by the government. For the purposes of records management, only the official copy of a record is subject to the retention periods established in state agency and local government retention schedules and must be retained for the length of time established within them. Duplicate copies of the official record may be disposed of when no longer needed.
- Treat a site that functions as a form of content management (as in a blog that unites related information from diverse sources) as one discrete record, because extracting information based on the creator will destroy the integrity of the record.
- Examine the content of the record and determine whether it would be covered by an existing retention schedule.
- Manage emails and other communications sent or received via social media sites according to existing policies (if any) on email management. Governments may possibly equate email with correspondence for scheduling purposes.
- Create content that will not pose a risk if it is available on the internet indefinitely. Even if governments work to ensure that they are appropriately managing the retention of their social media records, there are times where they may not have absolute control over those records. For example: Information posted to social media may be captured and manipulated in ways not originally intended by external users.
- Because social media is ever-evolving, new types of records may be created and may not be in the State Archives' retention schedules. Please contact the State Archives with suggestions for new or revised retention schedules or schedule items as needed.

To download copies of the New York State Archives' records retention schedules, please visit our website: <https://www.archives.nysed.gov/records/retention-schedules>

Meeting Retention Requirements for Social Media Records

By law, governments must ensure that records are accessible and are retained for the duration of their retention periods. There are a few different ways this can be accomplished.

The retention of some social media content may prove relatively easy. For example, if a government is uploading videos to YouTube and has turned off the comments, it's possible to maintain the original file as the official copy and consider the copy on YouTube a duplicate. The retention period is applied to the original file. Likewise, if the government is simply reposting a press release to its social media, it may be possible to treat the social media posting as a duplicate and retain the original press release as the official copy. Realistically, however, most social media records will be more complicated to manage.

One way to manage the records is to periodically download a copy of the social media account to the governments servers and retain the file or files until they have passed their retention period. Many

social media services have built-in tools for extracting data from user accounts, and there are third party applications that can be acquired to assist in the download. This strategy is not without challenges as it requires governments to understand what tools are available to them and have the technical capability to download, maintain, and access the records for the duration of their retention period. Governments also need to ensure that they are capturing the information that they actually need to manage. For example, Twitter has a built-in tool to download user accounts, but only the user account information and tweets are captured. The interaction with other users is lost. Other tools such as social media scrapers (Octoparse, Dexi.io) primarily capture what's publicly visible on the internet, which may miss important metadata or restricted information. Other tools, (Archive-It, PageFreezer) and can also capture web pages associated with your social media.

Another option may be to utilize a cloud-based social media archiving tool that will capture your social media records and store them on their own servers. (ArchiveSocial, PageFreezer, Smarsh.) They provide their own suite of management tools to allow users to organize, view, and store their social media records, and typically can be used on a wide range of social media platforms.

All of these capture methods have advantages and disadvantages that can include cost, which social media tools and services they are designed for, system compatibility, format compatibility, the level of data that they are able to capture, and whether or not they support the retention and disposition of the records. When selecting one of these tools, remember to evaluate it like you would any other:

- Does the tool extract records from the social media platform your government is using and is it capable of capturing the information required?
- What format are the records extracted to and will it be possible to maintain them for the duration of their retention period? Does the tool have a means of managing the retention of the records built into it?
- How accessible are the records? Once extracted, can users find the records they need? Are they organized and formatted in a way that is manageable and searchable?
- If the government is purchasing a tool to use, is it compatible with their technical environment? Do they have the technical expertise to use and maintain it?
- If a cloud service is being engaged, what does the contract say about records ownership and access? How much are the fees to use the service and are there any additional storage or support costs? If the service is discontinued, how will the stored records be returned to the government and in what format?

Governments also need to examine how frequently governments will need to extract or capture their social media records. There are a number of variables to consider including:

- How frequently the content being posted and added to changes
- The quantity of the content being posted
- The stability of the networking site
- The strategy being employed to manage the records; and
- The functionality of the tools available for extracting the information from the site

For example, if a government chooses to use a scraper to capture content that's visible on the screen but the social media site "archives" posts after a certain period of time, the government may need to make sure that they are coordinating their captures within that window to ensure that they will be able to capture all of the records.

Finally, it's also critical to consider the need to document when information was posted to and removed from social media and whether or not the management strategy and chosen tools are adequate to do so. This information can be important in some instance for legal reasons. One example would be if governments chose to post legal notices on social media instead of publishing them in newspapers. Often there's a specific amount of time that they need to be accessible to the pub and the social media record needs to demonstrate that.

For More Information

There is a growing body of literature relating to the use of social media in government:

- For a particularly valuable resource on the effective implementation of social media, best models, and sample policies for government agencies at all levels, see the site [Digital.gov](https://digital.gov/).
- The Center for Technology in Government has published Designing Social Media Policy for Government: Eight Essential Elements
https://www.ctg.albany.edu/publications/social_media_policy/
- The New York State Office of Information Technology has published policies related to the use of social media in governments.
<https://its.ny.gov/policies?keyword=social%20media>
- The National Archives and Records Administration has published a whitepaper on Best Practices for Social Media Capture
<https://www.archives.gov/files/records-mgmt/resources/socialmediacapture.pdf>

Social media is by its nature ever-changing, and it is incumbent on archivists and records managers to address the records management implications of these tools and technologies. Likewise, as it continues to evolve, the State Archives will continue to expand and enlarge these guidelines to address those developments.

Questions?

Contact the State Archives at:

Telephone: (518) 474-6926
Email: recmgmt@nysed.gov
www.archives.nysed.gov



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 -1395

Agenda Date: 5/28/2025

Agenda #: 4.

City Council:

AN ORDINANCE AUTHORIZING THE CONDEMNATION AND DISPOSAL OF CITY-OWNED VEHICLES - MAY 2025

Whereas, in a letter dated May 14, 2025, the Commissioner of the Department of Public Works formally requested authorization to condemn the following vehicles as municipal surplus due to mileage, obsolescence, or non-serviceability; and

Whereas, the City of Mount Vernon owns several vehicles that have been determined to be obsolete, beyond repair, or otherwise no longer serviceable for municipal operations; and

Whereas, the City Comptroller and Department of Public Works have reviewed and identified seventeen (17) such vehicles, including two (2) 2003 International Dump Trucks bearing Vehicle Identification Numbers (VIN) IHTWY AHT45J014270 and IHTWY AHT65J014271; and

Whereas, Brookfield Resource Management has submitted a proposal to purchase the above-referenced vehicles along with fifteen (15) additional vehicles, for a total sum of Thirty-Seven Thousand Two Hundred Fifty Dollars (\$37,250.00); and

Whereas, said payment shall be made payable to the City of Mount Vernon and deposited into the City's revenue account code A2650 - *Sales of Scrap and Excess Property*; and

Whereas, the City Council finds it to be in the best interests of the City to formally condemn and dispose of the listed vehicles in accordance with municipal and applicable state guidelines for surplus property; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Condemn Vehicles. The City Comptroller, in coordination with the Department of Public Works, is hereby authorized to condemn the following vehicles as municipal surplus due to mileage, obsolescence, or non-serviceability:

Vehicle Number	Year	Make	VIN Number	Price
H-115 2003	2003	International Dump Truck	IHTWYAHT45J014270	\$4,000.00
H-116	2003	International Dump Truck	IHTWYAHT65J014271	\$4,000.00
H-117	2003	International Dump Truck	IHTWYAHT85J014272	\$4,000.00
H-118	2000	Sterling 8500 Dump Truck	2FZAAWAK21AJ00565	\$3,000.00
H-119	2000	Sterling 8500 Dump	2FZHHUAK21AJ00562	\$3,000.00
H-121	2000	International 7600	IHTGLAHT2YH263939	\$4,500.00
H-125	1999	International 4600E	IHTSDAAR7XH639121	\$3,000.00
S-12	2011	Freightliner M2 Refuse	1FVHCYBS8BHBA6856	\$3,000.00

S-15	2010	Freightliner M2 Refuse	1FVHC7CVOADAT2524	\$3,500.00
P-6	2000	Ford F250	1FTSF31 L8 1 EC36496	\$500.00
T-4	1971	White Western Star Tractor	LPPFUH1072501	\$2,000.00
No Vehicle Number	1987	International Box Truck	IHTLAZPL7JH553569	\$1,000.00
No Vehicle Number	2005	Ford E250 Gem Car	1FTNE24W75HA98308	\$0.00
No Vehicle Number	2002	Chevy Trailblazer	1GNDT13W92K239981	\$400.00
No Vehicle Number	1999	Ford Taurus	1FAFP52U6XA217842	\$400.00
No Vehicle Number	2005	Ford E350 Van	1FTNE24W75HA98308	\$450.00
No Vehicle Number	1971	Tandem Trailer	No VIN#	\$500.00

Section 2. Authorization to Dispose of Vehicles. The City Comptroller is hereby authorized to proceed with the legal and appropriate disposal of the seventeen (17) vehicles listed in Section 1 through sale, recycling, or scrapping, consistent with the offer received from Brookfield Resource Management.

Section 3. Receipt and Allocation of Funds. Proceeds for Thirty-Seven Thousand Two Hundred Fifty Dollars (\$37,250.00) shall be deposited into Account Code A2650, titled *Sales of Scrap and Excess Property*, for the benefit of the City of Mount Vernon.

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

May 14, 2025

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

Re: City Owned Vehicles to be Disposed – May 2025

Dear Honorable City Council Members:

We respectfully request legislation authorizing the City Comptroller to condemn and dispose of seventeen (17) city-owned vehicles. Due to their mileage, obsolescence, and/or non-serviceability, the vehicles listed below are determined “junk” for disposal.

Vehicle Number	Year	Make	VIN#	Price
H-115	2003	International Dump Truck	1HTWYAHT45J014270	\$4000.00
H-116	2003	International Dump Truck	1HTWYAHT65J014271	\$4000.00
H-117	2003	International Dump Truck	1HTWYAHT85J014272	\$4000.00
H-118	2000	Sterling 8500 Dump Truck	2FZAAWAK21AJ00565	\$3000.00
H-119	2000	Sterling 8500 Dump Truck	2FZHHUAK21AJ00562	\$3000.00
H-121	2000	International 7600	1HTGLAHT2YH263939	\$4500.00
H-125	1999	International 4600E	1HTSDAAR7XH639121	\$3000.00
S-12	2011	Freightliner M2 Refuse	1FVHCYBS8BHBA6856	\$3000.00
S-15	2010	Freightliner M2 Refuse	1FVHC7CV0ADAT2524	\$3500.00
P-6	2000	Ford F250	1FTSF31L81EC36496	\$500.00
T-4	1971	White Western Star Tractor	LPPFUH1072501	\$2000.00
No Vehicle Number	1987	International Box Truck	1HTLAZPL7JH553569	\$1000.00
No Vehicle Number	2005	Ford E250 Gem Car	1FTNE24W75HA98308	\$0.00
No Vehicle Number	2002	Chevy Trail Blazer	1GNDT13W92K239981	\$400.00
No Vehicle Number	1999	Ford Taurus	1FAFP52U6XA217842	\$400.00
No Vehicle Number	2005	Ford E350 Van	1FTNE24W75HA98308	\$450.00
No Vehicle Number	1971	Tandem Trailer	No VIN#	\$500.00

Brookfield Resource Management has quoted a total amount of \$37,250.00 payable to the City of Mount Vernon for these vehicles. These funds will be deposited in account code A2650- Sales of Scrap and Excess.

“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

Kindly have the necessary legislation enacted upon your acceptance and acquiescence of this transaction.

Respectfully,

Damani L. Bush
Commissioner of Public Works

DB/lp

Cc: Comptroller's Office

Attachments: Email list of vehicles to be "junked"

Cc: Comptroller's Office/ Garage Superintendent/ File

"The Jewel of Westchester"



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 -1411

Agenda Date: 6/11/2025

Agenda #: 5.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH NATIONAL WATER MAIN CLEANING COMPANY FOR SEWER REHABILITATION PHASE 1 (PROJECT 122022-2)

Whereas, in a letter dated May 16, 2025, the Commissioner of the Department of Public Works formally requested authorization for the Mayor to execute an amendment to the agreement with National Water Main Cleaning Company for Sewer Rehabilitation Phase 1 (Project 122022-2) to extend the contract end date from June 30, 2025, to November 30, 2025; and

Whereas, the City of Mount Vernon previously awarded a contract for Sewer Rehabilitation Phase 1 (Project 122022-2) to National Water Main Cleaning Company, located at 1806 Newark Turnpike, Kearny, New Jersey 07032, as the lowest responsible bidder for the amount of \$6,923,630; and

Whereas, the contract was approved by the City Council on May 2, 2023, with an original end date of June 30, 2025; and

Whereas, as of the date of this request, there remains approximately \$1,300,000 in unexpended funds within the existing contract; and

Whereas, the rehabilitation work is assigned based on findings from an ongoing sewer cleaning and investigation program, the schedule of which is partially outside the contractor's control; and

Whereas, the Commissioner of Public Works, Damani Bush, has recommended extending the contract's end date to allow sufficient time for the completion of work without increasing the contract amount; and

Whereas, it is in the best interest of the City of Mount Vernon to authorize this extension to ensure the successful completion of this critical infrastructure project; **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 of the City of Mount Vernon is hereby authorized to execute an amendment to the agreement with National Water Main Cleaning Company for Sewer Rehabilitation Phase 1 (Project 122022-2) to extend the contract end date from June 30, 2025, to November 30, 2025.

Section 2. No Additional Funding. This amendment shall not result in any increase to the

previously authorized contract amount of \$6,923,630. The extension is for time only.

Section 3. Execution of Documents. The Mayor is further authorized to take all necessary actions and execute all necessary documents to effectuate the intent of this Ordinance.

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

May 16, 2025

Honorable City Council
Of the City of Mount Vernon
City Hall, Mount Vernon, New York

RE: Contract Amendment Request – Sewer Rehabilitation Phase 1: Project 122022-2

I, Damani Bush, Commissioner of Public Works respectfully request legislation authorizing the Mayor to amend the agreement with National Water Main Cleaning Company to extend the end date to November 30, 2025.

Sewer Rehabilitation Phase 1 was awarded to National Water Main Cleaning Company, 1806 Newark Turnpike, Kearny, New Jersey 07032. They were accepted as the low bidder for **\$6,923,630**, and it was approved on 5/2/2023.

This work is for the rehabilitation of sewers. The end date of this two-year agreement is June 30, 2025. As of the date of this letter, there is approximately \$1,300,000 remaining in this agreement. This contractor is assigned work based on results of an ongoing sewer cleaning and investigation program, so much of the work schedule is outside their control. It is requested that the end date of the contract be extended from June 30, 2025 to November 30, 2025.

Respectfully,

Damani Bush
Commissioner of Department of Public Works
DB/KH

CC: Grants Department
Comptroller
Arcadis of New York, Inc.
File

Damani Bush
City of Mount Vernon
Dept of Public Works and Transportation
1 Roosevelt Square N, #108
Mount Vernon, NY

Arcadis of New York, Inc.
646 Plank Road
Suite 100
Clifton Park
New York 12065
Phone: 518 250 7300
Fax: 518 371 2757
www.arcadis.com

Date: March 8, 2023

Our Ref: 30108806

Subject: **Bid Evaluation for**

Contract 3062025: Year 2 – Sewer System Cleaning and Investigation

Dear Commissioner Bush,

The public bid advertisement for the above referenced contract was placed by the City on Monday March 31, 2025. Four bids were received on Monday April 28, 2025 in response to the advertisement. The apparent low Bidder was Insituform Technologies, LLC, with a base bid of \$1,450,450.00.

Arcadis is tasked with reviewing their bid, checking their references, and confirming the staff qualifications provided meet the minimum requirements of the technical specifications. Arcadis contacted three references and they each had positive experiences.

Insituform Technologies, LLC provided a summary of qualifications for their field team leaders. Arcadis reviewed the qualifications of these individuals and they meet the minimum requirements of the technical specifications, particularly relating to sewer CCTV collection and sewer cleaning. Staff qualifications are enclosed with this letter.

Most of the unit pricing is comparable to the Engineers Estimate. Therefore, based upon Arcadis' review of the bids, the information provided by references, review of key project personnel resumes and discussions with Insituform Technologies, LLC to confirm that they understand the scope of the project, we believe that the Insituform Technologies, LLC bid is acceptable in the amount of \$1,450,450.00 pending review and approval by the City of Mount Vernon's Board of Estimate and confirmation by the City that all conditions of the bid have been met.

If you have any further questions pertaining to this project, please call me at your earliest convenience so that we can be of further assistance.

Sincerely,
Arcadis of New York, Inc.



Kevin Hogan, P.E.
Principal Engineer
Attachments:

1 – National Water Main - Staff Qualifications



Insituform Personnel Company Resume

Burt M. Keating, President

Mr. Keating serves as our President of Infrastructure Solutions. Burt Keating has spent the last 20 years leading global field operations in private equity backed and publicly traded companies, as well as the military.

Most recently, Burt led operations at USIC, a \$1B privately held utility services contractor with over 9,000 field employees. During his tenure as SVP of Operations, he led numerous operational excellence initiatives including a transformation of the company's Quality culture and programs. He also oversaw the integration of three utility locating company acquisitions.

Prior to USIC, Burt held multiple operational leadership roles at Granite Services, Inc. (now FieldCore, a GE Company). As Global Productivity & Quality Director, he led continuous improvement initiatives to standardize and optimize gas and steam turbine outage performance across 90 countries and 2,000 jobsites. In his role as Europe Region Director, he had full accountability for safety, quality and productivity of projects in Italy, East Europe, and Russia. As Americas Region Director, he was responsible for maintaining GE's aeroderivative gas turbine fleet in the US, Canada, Mexico, and South America.

He also served 20 years in the US Navy's Submarine Force retiring in 2020 as a Commander. Notable career achievements include: two Western Pacific deployments, qualifying Nuclear Engineer Officer, serving as the US Navy's representative to the UAE and finally, as the Commanding Officer of a submarine maintenance reserve unit.

Burt earned his Bachelor of Science in Mechanical Engineering and Master of Science in Engineering from the University of Louisiana at Lafayette and his Master of Engineering Management from Old Dominion University.

Ali Sheikh, Executive Vice President and Chief Financial Officer

Mr. Ali Sheikh brings more than 20 years of financial and global leadership experience across energy, transportation, and industrial sectors. Prior to Aegion, Mr. Sheikh served as Chief Financial Officer for Wabtec's Freight Services business where he oversaw a \$2.5 billion+ global P&L across multiple countries and led due diligence and acquisition to support inorganic growth. From 2008 to 2014, he was Chief Financial Officer for GE Power Generation Services business in the Middle East and Africa region where he designed the regional P&L structure and finance organization to align with the company's operating structure to provide operational partnership. Prior to GE Power, Mr. Sheikh held financial roles of increasing responsibility within GE Energy and GE Capital.

He holds MBA from Texas Southern University.



Daniel P. Schoenekase, Senior Vice President, General Counsel & Secretary

Since joining Insituform in 2015, Dan has served in a variety of legal roles supporting Insituform directly as well as Insituform's parent company and affiliates across the globe. Immediately prior to his current role as General Counsel, he had been the Senior Vice President and General Manager of Insituform's North American operations in which he was responsible for the success of over sixty crews, supporting services, and the profit and loss of the business. This operational experience allowed Dan to become a uniquely well-rounded counsel and advisor to Insituform. Prior to joining Insituform, Dan was a partner in the global construction law practice group of a law firm. He is an Eagle Scout and former U.S. Army infantry officer with one combat deployment as part of Operation Iraqi Freedom. Dan earned his law degree from St. Louis University and his MBA from Washington University in St. Louis. He is admitted to practice law in Missouri and Illinois.

John L. Heggemann, Senior Vice President, Controller and Chief Accounting Officer

Mr. Heggemann serves as our Senior Vice President, Corporate Controller and Chief Accounting Officer, a position he has held since June 2019. He served as our Vice President – Operational Finance, Middle East and Asia Pacific from April 2018 to June 2019. Prior to that, Mr. Heggemann served as our Senior Controller and Director of Cost Accounting in the Corrosion Protection Platform and as a Plant/Manufacturing Controller and Senior Financial Analyst in the Infrastructure Solutions Platform. Mr. Heggemann has been with the Company since August 2013 and previously worked for the Company from September 2001 to September 2006. Mr. Heggemann served in finance-related roles with Spartan Showcase, a division of Leggett & Platt, Inc., and with Carboline Company, a division of RPM International Inc., from September 2006 to August 2013.

Donald E. Hake, Senior Vice President and Treasurer

Mr. Hake serves as the Senior Vice President and Treasurer. Mr. Hake joined Aegion in 2018 as Vice President and Assistant Controller. He has over 30 years of experience in financial reporting, tax, treasury and controllership/finance. Prior to Aegion he was held a range of positions in finance; CFO, Corporate Controller and Treasurer at both public and private companies in St. Louis. He graduated from Indiana University with a BS in Accounting and Washington University with an Executive MBA. He holds CPA certificates from both Indiana and Missouri.

FIELD MANAGEMENT EXPERIENCE

New England – Key Field Management:

Vice President and Area Manager – Amal Toke

Project Manager – Jeff Petruzzi

Field Engineer – Robert Towle

Field Engineer – Dean Gajewski

Field Engineer – Jeff Paquette

Field Engineer – Adam Williamson

Amal Toke has been in the construction industry for over 30 years with extensive knowledge in trenchless technologies, project management and execution

Jeff Petruzzi has been in the construction industry for over 230 years and has extensive knowledge of general construction and project execution as well as a degree in Construction Management. After working in a family-owned business for over 15 years Jeff was a partner in his own construction company. His company performed both large- and small-scale projects for both private and publicly owned entities.

Robert Towle has been with Insituform for over 5 years. He has 7 years of experience in the Construction Industry. He has worked on several CIPP projects in his time with Insituform, including Lewiston, ME, Cheektowaga, NY, Springfield, MA and Lowell, MA. Before working at Insituform, he worked as a field engineer overseeing major construction projects throughout Massachusetts, such as the North Shore Medical Center in Salem. Robert is an EIT.

Dean Gajewski has over 3 years' experience with Insituform. Dean spent 2 years working on an installation crew and has a full comprehension of the CIPP process and its intricacies. Prior to his employment at Insituform Dean worked as an Operations Manager and in the construction industry for over 12 years.

Jeff Paquette

Adam Williamson

Superintendents

The field work is completed by one of our Superintendents who report to General Superintendent, Jose Andino. Mr. Andino has been with the company for over 20 years and has extensive experience in all aspects of CIPP.

General Superintendent – Jose Andino

Superintendent – Lu Leite

Superintendent – Lesly Simon

Superintendent – Christian Ciesluk

Superintendent – Jesse Couillard

An abbreviated list of the major projects they have each completed over the recent years is provided below.

Lu Leite, Project Superintendent – Abbreviated Resume

Mr. Leite, may also be assigned to this project. Mr. Leite has over 9 years experience in cured-in-place piping systems, most of which has been in supervisory capacities as either a project foreman or a superintendent. He has worked on or supervised the following recent projects:

Year	Project Location	Construction Value
2019	Town of Cheektowaga	\$7,079,929
	Greater New Haven Water Pollution Control Authority	\$1,579,200
2020	City of Quincy, MA	\$1,383,931
	The Metropolitan District Commission-Hartford, CT	\$7,435,455
2021	Greater New Haven Water Pollution Control Authority	\$2,426,840
	Massachusetts Water Resources Authority-Boston, MA	\$747,994
	Greater New Haven Water Pollution Control Authority	\$2,426,840
2022	City of Quincy, MA	\$966,801

Christian Ciesluk, Superintendent – Abbreviated Resume

Mr. Ciesluk has been with Insituform for 15 years, 5 years of which has been in supervisory capacities as a Foreman and as a newly promoted Superintendent. He has supervised, either in a foreman or in a superintendent capacity the following projects:

	Project Location	Construction Value
2019	City of Lawrence, MA	\$11,300,502
	Narragansett Bay Commission-Providence, RI	\$2,749,400
2020	City of Newton, MA	\$6,928,450
	The Metropolitan District Commission-Hartford, CT	\$4,502,778
2021	City of Stamford, CT	\$1,018,702
	Town of Cheektowaga, NY	\$5,164,408
2022	City of Quincy, MA	\$966,801

Lesly Simon, Superintendent – Abbreviated Resume

Mr. Simon has been with Insituform for 15 years, 5 years of which has been in supervisory capacities as a Foreman and as a newly promoted Superintendent. He has supervised, either in a foreman or in a superintendent capacity the following projects:

	Project Location	Construction Value
2019	City of Quincy, MA	\$1,707,118
	Boston Water & Sewer Commission-Boston, MA	\$486,115
2020	Town of Holden, MA	\$499,467
	Town of Newton, MA	\$6,928,450
2021	Greater New Haven Water Pollution Control Authority	\$2,462,840
2022	City of Quincy, MA	\$966,801

Jesse Couillard, Project Superintendent – Abbreviated Resume

Mr. Couillard has more than 11 years' experience with ITI's CIPP systems. He has worked in a supervisory capacity for more than 5 of these years and has overseen many projects including but not limited to the following.

	Project Location	Construction Value
2019	Narragansett Bay Commission-Providence, RI	\$403,159
	Massachusetts Water Resources Authority-Boston, MA	\$705,424
2020	The Metropolitan District Commission-Hartford, CT	\$4,502,778
	Town of West Hartford	\$1,012,359
2021	City of Stamford, CT	\$1,018,702
2022	Boston Water & Sewer Commission-Boston, MA	\$3,045,728

KEVIN DAVID

(617) 318-7794
kdavid@aegion.com

Vice President of Operations with more than 18 years' experience in the water and wastewater industry. Managed numerous sanitary and stormwater maintenance and rehabilitation contracts valued over \$1M for department of public works and engineering firms in the greater Boston area. Is experienced in all aspects of project execution from estimating and procuring the contract, to scheduling staff and ordering materials, to tracking progress and maintaining profit margins.

CORE COMPETENCIES

- Project Management
- Client Relations
- Project Planning
- Cost Estimation

EXPERIENCE

INSITUFORM TECHNOLOGIES, West Bridgewater, MA

2022 - Present

Director of Operations specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Operations management and oversight of all aspects of the division,
- Extensive knowledge of all aspects of sanitary and stormwater rehabilitation,
- Provide safety training and on-site job related training for employees.

NEXT LEVEL ENVIRONMENTAL, Canton, MA

2018 - 2022

Vice President specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Job Estimating,
- Operations and oversight of all aspects of the company. Extensive knowledge of all aspects of sewer rehabilitation,
- Provide on-site job related training for employees as well as safety training.

RAPID FLOW, Chelsea, MA

2014 - 2018

Operation Manager at local contractor specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Managed multiple pipe rehabilitation project budgets of \$1M+ ensuring project milestones were completed on time, on budget, and with the desired results,
- Responsible for all deliverables, inventory, testing/ profile setups for disposal, and safety training,
- Maintained excellent industry profit margins,
- Estimated bid contracts and maintained a win rate of 80%
- Provided on-site training for employees.

NATIONAL WATER MAIN CLEANING, Canton, MA

2005 - 2014

Operator and moved to Foreman at national contractor providing the most comprehensive environmental infrastructure maintenance services in the northeast Construction Equipment.

- Operated jetvac and CCTV truck with Class B license with air brakes and tankers endorsement,
- Performed lateral inspections, mini cam inspections, manhole inspections and weir testing,
- Worked on all aspects of sewer rehabilitation projects from shortliner repairs, chemical grout, manhole rehab, CIPP Lining, LCR, MTH,
- Performed preventive maintenance and minor repairs to motorized vehicles and equipment,
- Read work orders and construction plans to determine which equipment and method of operation was needed to accomplish the work in the most efficient manner.

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS

- NASSCO's PACP, MACP & LACP, OSHA's HAZWOPER, Confined Space, Fall Protection, Hazard Communications and Occupational Noise Exposure, PPE, and Respiratory Protection. Perma Liner Certified Installer, LMK Certified Installer, Quadex Certified Installer, Epros Certified Installer.

DUSTIN BRIERE

(860) 681-9114
dbriere@aegion.com

Operations Manager with more than 14 years' experience in the water and wastewater industry. Managed numerous sanitary and stormwater maintenance and rehabilitation contracts valued over \$1M for department of public works and engineering firms in the greater Boston area. Is experienced in all aspects of project execution from estimating and procuring the contract, to scheduling staff and ordering materials, to tracking progress and maintaining profit margins.

CORE COMPETENCIES

- Project Management
- Client Relations
- Project Planning
- Cost Estimation

EXPERIENCE

INSITUFORM TECHNOLOGIES, West Bridgewater, MA

2022 - Present

Project Manager specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Operations management and oversight of all projects of the division,
- Extensive knowledge of all aspects of sanitary and stormwater rehabilitation,
- Provide safety training and on-site job related training for employees.

WOODARD & CURRAN, Canton, MA

2015 - 2022

Project Engineer specializing in sanitary and stormwater maintenance and trenchless rehabilitation. Managed multi-disciplined project teams and workflows which consists of planning and concept, final design, and construction and operation. Projects include wastewater, stormwater and water infrastructure throughout New England. Over \$20M in consulting work completed for key clients. Responsibilities included:

- Managed full scope of project and proposal efforts to meet client and company goals,
- Oversaw annual funding through various sources and obtaining necessary permitting approvals,
- Provided rehabilitation and product recommendations for sewer, storm, and water infrastructure repairs while offering innovative and alternative solutions,
- Construction administration and project coordination in conjunction with clients, contractors, and internal/external design teams from concept through job completion.
- Executed contracts with contractors and subcontractors, managing budgets successfully, and communicating effectively with clients, regulators, and project stakeholders.

GHD, Middletown, CT

2011 - 2015

Project Engineer on Norwich Digester Upgrades; Newburgh Water Treatment Plant New Construction and Commissioning; DSNY Compost Facility New Construction and Commissioning in Staten Island and Gowanus Canal; and Falmouth Collection System Expansion. Responsibilities included:

- Specification writing and compiling design drawings,
- Review of shop drawings and responding to RFIs,
- Overseeing construction activities, project documentation, and preparation of change orders.

Resident Project Representative and final installation inspector during start up services and installation of individual grinder pumps for 470 properties in Peach Lake, NY. Responsibilities included:

- Being the main contact for all homeowners during project,
- Shop drawing review, field engineering and emergency design changes,
- Construction documentation, coordination with multiple contracts which included different contractors, sub-contractors, homeowners, local officials, and operations staff.

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS

- NASSCO's PACP, MACP & LACP, 40-Hour OSHA's HAZWOPER, 10-Hour OSHA Construction, Confined Space, Fall Protection, Hazard Communications and Occupational Noise Exposure, PPE, and Respiratory Protection.

ZACHARY RONNOW

(802) 379-3076
zronnow@aegion.com

Project Manager with more than 5 years' experience in the water and wastewater industry. Managed numerous sanitary and stormwater maintenance and rehabilitation contracts valued over \$1M for department of public works and engineering firms in the greater Boston area and Southern Vermont. Is experienced in all aspects of project execution from estimating and procuring the contract, to scheduling staff and ordering materials, to tracking progress and maintaining profit margins.

CORE COMPETENCIES

- Project Management
- Client relations
- Project Planning
- Cost Estimation

EXPERIENCE

INSITUFORM TECHNOLOGIES, West Bridgewater, MA

2023 - Present

Project Manager specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Operations management and oversight of all projects of the division,
- Extensive knowledge of all aspects of sanitary and stormwater rehabilitation,
- Provide safety training and on-site job-related training for employees.

WOODARD & CURRAN, Canton, MA

2021 - 2023

Staff Engineer specializing in sanitary and stormwater maintenance and trenchless rehabilitation. Inspected and assisted Management on multi-disciplined project teams and workflows which consists of planning and concept, final design, and construction and operation. Projects include wastewater, stormwater and water infrastructure throughout New England.

- Supervised all rehabilitation crews on site and managed jobs,
- Construction administration and project coordination in conjunction with clients, contractors, and internal/external design teams from concept through job completion.
- Provided rehabilitation and product recommendations for sewer, storm, and water infrastructure repairs while offering innovative and alternative solutions.
- Executed contracts with contractors and subcontractors, managing budgets successfully, and communicating effectively with clients, regulators, and project stakeholders.

MSK ENGINEERING & DESIGN INC., Bennington, VT

2017 - 2021

Staff Engineer Specializing in Wastewater collection and Water Distribution Construction Administration. Lead field engineer for ten miles of new water main installation as a result of PFOA contamination in local well water. This project supplied clean water to hundreds of Bennington residents who previously only had access to contaminated water. This \$12 Million dollar project was completed in August 2021.

- Design and permitting for municipal water distribution and wastewater collection projects.
- Managed multiple inspection crews responsible for documentation of construction activities and ensuring compliance with project documents.
- Ran meetings between client and contractor and compiled weekly construction updates for client.
- Responsible for the review and approval of contractor pay applications.

PROFESSIONAL AFFILIATIONS/CERTIFICATIONS

- NASSCO's PACP, MACP & LACP, 10-Hour OSHA Construction, Fall Protection, Hazard Communications and Occupational Noise Exposure, PPE, and Respiratory Protection.

Kenneth W. Flisher, Jr.

110 Overture Way
Centreville, MD 21617
(203) 558-3087
kflisher@comcast.net

A results-oriented business professional with proven abilities in improving efficiency of operations, team building, detailed project information and strategic planning to determine effective processes for operations. Able to identify areas of strengths and weakness and implement company safety standards, policies, changes in operations and systems that optimize productivity and the bottom line. Demonstrated ability to motivate staff to maximum productivity and control costs through the most effective uses of manpower and available resources.

EMPLOYMENT HISTORY

Northeast Region Safety Manager
Insituform Technologies, LLC, Charlton, MA.
February 2024 to present.

Has a full understanding of CFR 1910 & 1926.

- Has a functional knowledge of Fleet DOT processes
- Has a working knowledge of company drug and alcohol processes
- Ability to communicate and write company HSE policies.
- Has the ability to effectively manage others.
- Can actively manage the various safety management databases.
- Provides problem resolution that results in changes and/or enhancements to process and/or project.
- Independently applies knowledge to resolve problems in timely manner.
- Contributes to problem identification and solution by analysis.
- Has the ability to work with regulatory agencies to ensure compliance.
- Assist in the building of Platform training documents.
- Demonstrates the ability to plan and implement process projects in a timely manner.
- Owns divisional emergency preparedness processes.
- Can effectively manage workplace incidents to a resolution.
- Effectively work and communicate with all levels of the company.
- Create, manage, and review site specific safety plans

Safety Coordinator II
Michels Corporation, Brownsville, WI.
February 2018 to February 2024

- Assist in development and understand site specific safety plans and hazard analysis.
- Performs field observations and completes safety audits.

- Maintain safety documentation.
- Provide technical support under the direction of a senior HSE Manager.
- Assist with incident investigation.
- Assist and develop orientations, toolbox talks, safety meetings, training material.
- Maintain inventory and hand out safety supplies to field.

Safety Administrator
Michels Corporation, Watertown, CT.
August 2016 to February 2018

- Assist with the transition of Heitkamp, Inc. to Michels Corporation

Safety Coordinator
Heitkamp, Inc., Watertown, CT.
June 2006 to August 2016

- Manage & settle all claims: General liability, Auto, Workers Compensation
- IFTA, HUT, DOT compliance
- Random drug screen facilitator
- Implemented GPS on Company vehicles.

Realtor
Prudential CT Realty, Southbury, CT
June 2005 to June 2006

Realtor
William Raveis Real Estate, Southbury, CT
June 2004 to June 2005

Operations Manager
RJ Guerrero, Inc, Beacon Falls, CT
October 1999 to June 2004

- Accountable for ensuring all terminal locations are managed as per established operations policies and ensuring all fleet equipment, terminal managers, dispatch personnel and drivers are trained to accomplish the Company's profit objective.
- Managed thirty-two drivers, eight dispatch employees, five mechanics, and three supervisors.
- Human Resource & Health Benefit Coordinator.

Senior Delivery Supervisor
United Parcel Service, Brookfield, CT
October 1979 to October 1999

- Managed twenty-eight service providers to deliver at peak performance.
- Directly trained service providers on strict UPS delivery methods.
- Daily dispatched 2600 delivery and 450 pick-up stops daily.

EDUCATION

- Sacred Heart High School, Waterbury, CT
- Central Connecticut State University, New Britain, CT
- UPS Supervisor Leadership Training, UPS Business Conduct & Compliance, UPS Quality Workshop, UPS Labor Seminar, UPS Time Study, UPS Control Dispatch, UPS People Workshop

Certifications

- OSHA 510, OSHA 3015, HSI – Medic First Aid Authorized Instructor, Traffic Control Technician, CMC – Man-entry rescue.

HOBBIES & INTERESTS

- Family
- Middlebury Congregational Church
- Fishing, Golfing, Gardening & Traveling

REFERENCES

Michael Kenausis (617) 947-0082

Anthony Gonzales (203) 206-5294

MATTHEW FRASCA
(508) 954-6557

Superintendent with more than 20 years' experience in the water and wastewater industry. Worked on multiple sanitary and stormwater maintenance and rehabilitation contracts in the greater Boston area. Is experienced in all aspects of pipe cleaning, CCTV, and pipe rehabilitation.

CORE COMPETENCIES

- Jetvac/CCTV Operator
- Manhole Rehabilitation
- Pipe Lining
- Grouting

EXPERIENCE

INSITUFORM TECHNOLOGIES, LLC, Charlton, MA

2023 – Present

Superintendent specializing in sanitary and stormwater maintenance and trenchless rehabilitation.

- Superintendent of all cleaning, inspection, manhole rehabilitation and grouting crews.

TRUAX CORPORATION, North Attleboro, MA

2009 - 2023

Operations manager utilizing skills and experience to promote and safe and efficient work environment.

- Managed the bidding process for State and Town contracts.
- Managed on site Crews as well as supporting personnel behind the scenes.
- Equipment design, Advertising and Marketing.

TOWN OF FRAMINGHAM, Framingham, MA

2005 - 2009

Sewer Department Foreman, responsible for a crew of city sewer rehabilitation workers.

NATIONAL WATER MAIN CLEANING COMPANY, INC., Hyde Park, MA

2003 - 2005

Pipe Maintenance Contractor

- Installation (if necessary), cleaning, repairing and general maintenance of all types and sizes of storm water and sewer lines for the Massachusetts Highway Authority, private contracts, and local cities and townships.
- Maintenance of the Vactor Truck I work with, including all hydraulic / pneumatic minor repairs, as well as any other mechanical failure that may result during the working of that vehicle. Also keeping the vehicle clean to represent the best "face" of the Company.
- Kept a log of job sites, hours spent on those sites, any issues resulting from the pre-inspection process, work performed etc.
- Full working knowledge of the "Jet Vac" system, or "Vactor Truck". Which include hydraulic and pneumatic systems for "Jetting" blockages through pipes as well as "Vacuuming" the residual material left by the jetting process.
- Worked with Mass Highway and local town Engineers, to ensure all code rules are adhered to during the process of cleaning and repair whether it is a scheduled action or an emergency reaction.

PROFESSIONAL AFFILIATIONS/ CERTIFICATIONS

- NASSCO's PACP, MACP & LACP, OSHA's HAZWOPER, Confined Space, Fall Protection, Hazard Communications and Occupational Noise Exposure, PPE, and Respiratory Protection

CRAIG MEDWID

(860) 508-5190

cmedwedssd@gmail.com

CCTV and Grout Operator with more than 13 years' experience in the water and wastewater industry. Worked on numerous sanitary and stormwater maintenance and rehabilitation contracts for department of public works engineering firms and Contractors in the greater Boston area.

CORE COMPETENCIES

- Joint Sealing
- Service Connection Sealing
- Short Liners
- Mainliner CIPP Liners
- Clean/CCTV
- Lateral Liners

EXPERIENCE

INSITUFORM TECHNOLOGIES, Wrentham, MA <i>CCTV/Grout Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2023 - Present
NEXT LEVEL ENVIRONMENTAL, Canton, MA <i>CCTV/Short Liner Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2021 - 2022
INSITUFORM TECHNOLOGIES, Charlton, MA <i>CCTV/Mainline CIPP Lining Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2019 - 2021
INLAND WATERS, INC., Johnston, RI <i>CCTV/Short Liner/Grout Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2017 - 2019
RAPID FLOW, Chelsea, MA <i>CCTV/Short Liner/Mainline CIPP Liner/Lateral Lining/Grout Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2014 - 2017
NATIONAL WATER MAIN CLEANING, Canton, MA <i>CCTV/Short Liner/Lateral Lining/Grout Operator specializing in sanitary and stormwater maintenance and trenchless rehabilitation.</i>	2011 - 2014

January 13, 2023

To Whom It May Concern:

This letter certifies that INSITUFORM tubes are manufactured in Batesville, Mississippi, USA by Insituform Technologies, LLC and meet all relevant specifications for a cured-in-place pipe product: ASTM D5813, ASTM F1216, and ASTM F1743. Insituform tubes have been manufactured in the USA since 1981.

The finished tube is manufactured using multiple layers of polyester felt, with one layer coated with either a Polypropylene or Polyurethane thermoplastic. The layers are cut/slit to a desired width and sewn concentrically to form the final tube. The coated layer is also sealed at the seam, using an extrusion or taping process. The extrusion process is used on the standard (inverted) tubes. The standard (inverted) tubes are manufactured with the coated layer on the outside.

Felt production is achieved by a non-woven needle punch process using Polyester fiber. The finished product is tested for thickness under a specified load and for tensile strength in accordance with ASTM D5813. The fabric tube has a minimum tensile strength of 750 psi (5 MPa) in both the longitudinal and the transverse direction. The seam strength of the tube is also tested on a regular basis and meets or exceeds the minimum tensile strength of 750 psi (5 MPa) in both the longitudinal and transverse direction. For Quality Assurance purposes, the material is also tested for weight and thickness.

All standard (inverted) tubes are run through a dye bath prior to shipment to ensure there are no leaks. Following the inspection process all tubes (except InsituMain, which are used in water lines) are printed with yard marks.

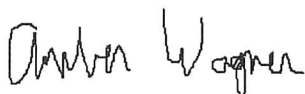
All tubes with tapers, transitions, or any change in tube diameter or thickness are produced under the same specifications, with the same materials, and meet the same material testing requirements as the standard tube.

The quality system used by Insituform Technologies, LLC is ISO 9001:2015 certified.

The end use of the Insituform tube is to rehabilitate pipes to extend the life of the existing pipe and/or prevent a replacement of the existing pipe.

Please contact us directly with any questions you may have.

INSITUFORM TECHNOLOGIES, LLC



Amber Wagner, PE, PhD
Director of Engineering and Product Commercialization

INSTALLER CERTIFICATE – INSITUFORM TECHNOLOGIES, LLC

January 13, 2023

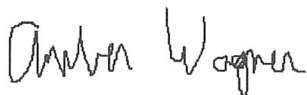
To Whom It May Concern:

Please be advised that Insituform Technologies, LLC is a vertically integrated pipeline rehabilitation company. As such, Insituform is not only the manufacturer of the cured-in-place pipeline rehabilitation system of the same name, but also offers the benefits of a comprehensive engineering department, with engineers on staff for design of CIPP products to suit each specific situation. Regional contracting offices perform and support all field services including installation.

This letter shall serve to certify that Insituform Technologies, LLC is authorized to install Insituform products supplied by Insituform Technologies, LLC.

Please contact us directly with any questions you may have.

INSITUFORM TECHNOLOGIES, LLC



Amber Wagner, PE, PhD
Director of Engineering and Product Commercialization

JOCELYN HARMON
ACCOUNT MANAGER

May 1, 2024

To Whom It May Concern

RE: **Insituform Technologies, LLC**
(a subsidiary of Azuria Water Solutions, Inc.)
Insituform Technologies USA, LLC
(a subsidiary of Insituform Technologies, LLC)

Following is our insured's "interstate" experience mod rating factors, based on worksheets received and promulgated by NCCI:

<u>Effective</u>	<u>Promulgated</u>	<u>Factor</u>
7/1/24*	4/22/24	.76
7/1/23*	4/17/24	.76
7/1/22*	4/10/24	.79
7/1/21*	4/10/24	.76
7/1/20*	6/30/20	.79

*Experience rating combined with Azuria Water Solutions, Inc. subsidiaries.

Sincerely,

LOCKTON COMPANIES, LLC

Jocelyn Harmon

Jocelyn Harmon
Account Manager

Phone #314-812-3185
Fax #314-812-6485



Three City Place Drive, Suite 900 | St. Louis, MO 63141
314.432.0500 | FAX: 314.812.3299
lockton.com

CHUCK BERDINE

PROFILE

A dedicated and driven Occupational Health & Safety professional with over eleven years of Construction and Oil and Gas industry experience. Experienced at inspecting and evaluating workplaces for safety hazards and recommending and implementing safe work practices and procedures. Consistently achieve safety goals by establishing, maintaining, and managing effective business relationships at all levels of the organization. Outstanding interpersonal, presentation, and training skills with proven ability to interact effectively with employees at all levels. Skillful in protecting workers, environment, assets, and the community.

EXPERIENCE

AEGION/INSITUFORM Atlantic Area Safety Manager, August 2019-Present

- Has a full understanding of CFR 1910 & 1926.
- Has a functional knowledge of Fleet DOT processes
- Has a working knowledge of company drug and alcohol processes
- Ability to communicate and write company HSE policies.
- Has the ability to effectively manage others.
- Can actively manage the various safety management databases.
- Provides problem resolution that results in changes and/or enhancements to process and/or project.
- Independently applies knowledge to resolve problems in timely manner.
- Contributes to problem identification and solution by analysis.
- Has the ability to work with regulatory agencies to ensure compliance.
- Assist in the building of Platform training documents.
- Demonstrates the ability to plan and implement process projects in a timely manner.
- Owns divisional emergency preparedness processes.
- Can effectively manage workplace incidents to a resolution.
- Effectively work and communicate with all levels of the company.
- Create, manage, and review site specific safety plans.

SELECT ENERGY SERVICES HSSE/DOT Manager, July 2018-August 2019

- Responsible for ensuring Managers, Supervisor's and Employees are carrying out their roles in compliance with the company's HSSE policies and procedures.
- Responsible for compliance in all aspects of Health, Safety, Environmental, Security and DOT.
- Making regular site inspections.
- Recording and investigating all accidents or incidents.
- Performing and presenting root cause analysis for incident/accident investigations.
- Oversee subcontractors working for the company.

- Prepared weekly/monthly yard evaluation reports for submission to company's senior leadership team.
- In conjunction with Operations Managers carry out visits to locations liaising with client representatives and conducting planned site inspections and HSSE audits.
- Provide coaching and advise to workers in respect of managing the HSSE aspects of their day-to-day undertakings.
- Created and implemented safety action plans designed to reduce or eliminate incident/accidents in the workplace.

SELECT ENERGY SERVICES DOT Manager/HSSE Coordinator, November 2017-July 2018

- Work with all employees to ensure compliance with all federal and company regulations.
- Provide answers to employee questions about company policies, procedures and standards.
- Effectively evaluate, monitor and analyze all drivers' compliance and non-compliance issues and resolve them in a timely manner.
- Responsible for helping manage internal and external compliance reporting, providing compliance advice and assistance, conducting compliance investigations and ensuring regulatory filings are made timely.
- Ensure that appropriate control systems are in place and continually optimized to meet changing regulatory, industry standards.
- Trained employees by conducting new hire orientations on proper procedures and policies.
- Conduct safety inspections and investigate violations to ensure safety procedures are being followed properly
- Make routine site/facility visits to prevent workplace safety hazards.

SELECT ENERGY SERVICES Health, Safety and Environmental Specialist, December 2014- November 2017

- Identify safety, health and environmental concerns and hazards by auditing job locations and render opinions on new procedures and recommend preventative actions.
- Conduct safety inspections and investigate violations to ensure safety procedures are being followed properly.
- Investigate accidents and near misses, to minimize recurrence and prepared incident reports.
- Trained employees by conducting new hire orientations on proper procedures and policies.
- Constructed a Behavioral Based Safety program to recognize employees for safe work practices.
- Developed and implemented hands on new hire training for new employees starting the company.
- Complete driver qualification files according to DOT regulations.
- Audit drivers' logbooks to ensure their hours of service are compliant with DOT regulations.
- Purchased and maintained personal protective equipment.

SELECT ENERGY SERVICES Supervisor/Crew Lead, April 2010 – December 2014

- Accountable for a successful completion of the job without any injuries or accidents.

-
- Operated machinery such as telehandler, front end loader and skid steer.
 - Rig up operations on HDPE pipe fusing, Yelomine pipe and Above Ground Storage Tanks.
 - Held responsible for JSAs, DVIRs and logbooks.
 - Strong driving, safety, and attendance record.

Assigned crew members tasks to be completed.

EDUCATION

CERTIFICATIONS/QUALIFICATIONS

- OSHA 10
- OSHA 30
- OSHA 500
- OSHA 510
- First Aid/CPR Instructor
- Certified Respirator Fit Tester
- 44 Hour Occupational Safety and Health Certificate
- Certified Safeland Instructor
- PEC Safeland USA Basic
- PEC Safe Supervisor Trainer
- Taproot Training
- Class A CDL

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

This Agreement is by and between City of Mount Vernon ("Owner") and National Water Main Cleaning Company("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Sewer cleaning, inspection, and rehabilitation services for stormwater and sanitary sewer mains, sewer service connections, manholes, and catch basins throughout the Owner's service area. Rehabilitation work may include, cured-in-place pipe lining, testing and sealing of service connections and joints, rehabilitation of manholes and catch basins, cementitious lining of manholes and catch basins, excavation pipeline point repairs, raising manhole to grade, and other miscellaneous rehabilitation work.

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is titled Sewer Rehabilitation – Phase 1, 122022-2. It includes sanitary and storm sewer system rehabilitation throughout the City of Mount Vernon. The City has 33 pipe segments identified for rehabilitation and has an aggressive cleaning and televising schedule planned to identify an expansive list of additional segments for rehabilitation. The estimated quantities were developed for the purpose of comparing bids; however, they are reflective of the overall breath of scope for this project.

ARTICLE 3—ENGINEER

3.01 The Owner has retained **Arcadis of New York, Inc.** ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

3.02 The part of the Project that pertains to the Work has been designed by Engineer.

ARTICLE 4—CONTRACT TIMES

4.01 *Time is of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.03 *Contract Times: Days*

A. The Work will be substantially complete within 730 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions,

and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 730 calendar days after the date when the Contract Times commence to run.

ARTICLE 5—CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

A. For all Work, at the prices stated in the Contractors Bid, attached hereto as an exhibit.

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6—PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the 15th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.

a. 10% percent of the value of the Work completed (with the balance being retainage).

1) If 50 percent or more of the Work has been completed, as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

b. 5% percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 *Consent of Surety*

- A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 *Interest*

- A. All amounts not paid when due will bear interest at the rate of 3% percent per annum.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of all of the following:
1. This Agreement (Pages 1 through 6, inclusive).
 2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 3. General Conditions (Pages 1 through 77, inclusive).
 4. Supplementary Conditions (Pages 1 through 13, inclusive).
 5. Specifications as listed in the table of contents of the project manual.
 6. Drawings (not attached but incorporated by reference) consisting of 1 cover page, and 5 sheets with each sheet bearing the following general title: **City of Mount Vernon, New York Sanitary Sewer Rehabilitation.**
 7. Drawings listed on the attached sheet index.
 8. Addenda (numbers 1 to 8 inclusive).
 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Submitted Bid Form
 - b. 00 73 46, Wage Determination Schedule
 - c. 00 73 73, Statutory and Funding-Financing Requirements

10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
 - e. Warranty Bond, if any.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
 2. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 3. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
 4. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
 5. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
 6. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of

discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

7. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
8. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract)

Owner:

City of Mount Vernon, NY
(typed or printed name of organization)

By:

Shawn Patterson Howard
(individual's signature)

Date:

6/8/2023
(date signed)

Name:

Shawn Patterson Howard
(typed or printed)

Title:

Mayer
(typed or printed)

Attest:

[Signature]
(individual's signature)

Title:

Deputy Corporation Counsel
(typed or printed)

Address for giving notices:

City Hall
One Roosevelt Square
MT Vernon, NY 10550

Designated Representative:

Name:

Brian G. Johnson
(typed or printed)

Title:

Corporation Counsel
(typed or printed)

Address:

City Hall
One Roosevelt Square Rm 111
MT Vernon NY 10550

Phone:

914/665-2366

Email:

MayerSPH@CMVNY.COM

(If [Type of Entity] is a corporation, attach evidence of authority to sign. If [Type of Entity] is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Contractor:

National Water Main Cleaning Company
(typed or printed name of organization)

By:

[Signature]
(individual's signature)

Date:

05/31/23
(date signed)

Name:

Joseph Perone
(typed or printed)

Title:

Vice President
(typed or printed)

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]
(individual's signature)

Title:

Raymond Lindsley - Secretary/Treasurer
(typed or printed)

Address for giving notices:

1806 Newark Turnpike
Kearny, NJ 07032

Designated Representative:

Name:

Joseph Perone
(typed or printed)

Title:

Vice President
(typed or printed)

Address:

1806 Newark Turnpike
Kearny, NJ 07032

Phone:

973-483-3200

Email:

bidreq@nwmcc.com

License No.:

(where applicable)

State:

NJ

00 52 13, Agreement Between Owner and Contractor

EJCDC® C-520, Agreement between Owner and Contractor for Construction Contract (Stipulated Price).
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Page 6 of 6



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 -1412

Agenda Date: 5/28/2025

Agenda #: 6.

City Council:

AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT TO THE LOWEST RESPONSIBLE BIDDER FOR PHASE 2 OF THE SEWER SYSTEM CLEANING AND INVESTIGATION PROJECT (CONTRACT NO. 3062025)

Whereas, by letter dated May 16, 2025, the Commissioner of the Department of Public Works has requested legislation authorizing the Mayor to award and execute a contract with Insituform Technologies, LLC for Phase 2 of the Sewer System Cleaning and Investigation Project (Contract No. 3062025), for \$1,450,450.00, as the lowest responsible bidder, subject to final review and approval by the Corporation Counsel; and

Whereas, the City of Mount Vernon is undertaking a comprehensive, five-year citywide sewer system cleaning and investigation program to improve the reliability, safety, and efficiency of its sewer infrastructure; and

Whereas, Phase 2 of the Sewer System Cleaning and Investigation Project (Contract No. 3062025) constitutes the second year of this multi-year initiative; and

Whereas, on March 31, 2025, the City publicly advertised for bids for the above-referenced contract in accordance with all applicable procurement laws and guidelines; and

Whereas, four (4) bids were received on April 28, 2025, and the apparent lowest responsible bidder was determined to be Insituform Technologies, LLC, with a base bid in the amount of One Million Four Hundred Fifty Thousand Four Hundred Fifty Dollars (\$1,450,450.00); and

Whereas, the City's consulting engineer, Arcadis of New York, Inc., conducted a thorough review of the bid submissions, including reference checks and verification of bidder qualifications, and has determined that Insituform Technologies, LLC meets all technical and professional requirements; and

Whereas, the total cost of this project is eligible to be fully funded through a combination of the New York State Environmental Facilities Corporation Grant, the 2021 NYS Department of Environmental Conservation Water Quality Improvement Program Grant, and the U.S. Department of Housing and Urban Development Community Project Funding Grant; and

Whereas, the timely execution of this contract is essential to advancing the City's critical infrastructure goals, preserving public health, and maximizing the use of available state and federal funding; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Award Contract. The Mayor is hereby authorized to award and execute a contract with Insituform Technologies, LLC for Phase 2 of the Sewer System Cleaning and Investigation Project (Contract No. 3062025), for \$1,450,450.00, as the lowest responsible bidder, subject to final review and approval by the Corporation Counsel.

Section 2. Funding Source. The total project cost shall be paid for entirely from external grant sources, including but not limited to:

- The New York State Environmental Facilities Corporation Grant,
- The 2021 NYS Department of Environmental Conservation Water Quality Improvement Program Grant, and
- The U.S. Department of Housing and Urban Development Community Project Funding Grant.

No City general funds shall be required for this project.

Section 3. Effective Date. This Ordinance shall take effect immediately upon its adoption 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

JOHN NUCULOVIC
Deputy Commissioner

May 16, 2025

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

Re: **Phase 2 – Sewer System Cleaning and Investigation Project (Contract 3062025)**

Dear Honorable City Council Members,

I am writing to formally request the City Council's authorization to award an agreement to the lowest responsible bidder for Phase 2 – Sewer System Cleaning and Investigation Project (Contract 3062025). This work is for year 2 of a 5-year program for citywide sewer cleaning and investigation.

The public bid advertisement for the above referenced contract was placed by the City on March 31, 2025. Four bids were received on Monday April 28, 2025 in response to the advertisement. The apparent low Bidder was Insituform Technologies, LLC, with a base bid of \$1,450,450.00. The City's consulting engineer, Arcadis of New York Inc., was given the task of reviewing bids, checking references, and confirming the staff qualifications provided meet the minimum requirements of the technical specifications. The bid evaluation is provided with this request.

This project is eligible to be completely funded through a combination of the NYS Environmental Facilities Corporation Grant, the 2021 NYS DEC Water Quality Improvement Program Grant, and the Department of Housing and Urban Development (HUD) Community Project Funding Grant.

I urge the City Council to approve this request so we can promptly move forward with this essential infrastructure project. Your support is vital to ensuring the safety and functionality of our city's transportation network and the efficient use of available state funding.

Thank you for your consideration of this request. Please feel free to contact me if you require any additional information.

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB/db

Cc: City Engineer, Grants Department Contract File



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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VERNON, NEW YORK
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File #: TMP -1408

Agenda Date: 5/28/2025

Agenda #: 7.

City Council:

AN ORDINANCE AUTHORIZING THE DEPARTMENT OF RECREATION TO CO-SPONSOR THE “LIVING MY BEST LIFE” COMMUNITY HEALTH FAIR IN PARTNERSHIP WITH T. FRASER PRODUCTIONS

Whereas, in a letter dated April 22, 2025, the Commissioner of the Department of Recreation formally requested authorization to co-sponsor the “*Living My Best Life*” Community Health Fair event on October 4, 2025, at Hartley Park, in partnership with T. Fraser Productions. The rain date shall be October 5, 2025; and

Whereas, the City of Mount Vernon is committed to promoting the health, wellness, and empowerment of its residents through programs and events that foster community engagement; and

Whereas, the Department of Recreation has proposed that the City co-sponsor the “*Living My Best Life*” Community Health Fair in partnership with T. Fraser Productions; and

Whereas, this event is scheduled to take place on Saturday, October 4, 2025, from 8:00 a.m. to 5:00 p.m. at Hartley Park, with a rain date of Sunday, October 5, 2025; and

Whereas, the event will serve as a day-long festival of wellness, featuring mental and physical health workshops, live performances, fitness demonstrations, panel discussions, food trucks, vendors, and community-building activities; and

Whereas, the City of Mount Vernon recognizes the importance of such initiatives in strengthening social ties and promoting healthier lifestyles across all age groups; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Co-Sponsor Event. The City of Mount Vernon, through its Department of Recreation, is hereby authorized to co-sponsor the “*Living My Best Life*” Community Health Fair event on October 4, 2025, at Hartley Park, in partnership with T. Fraser Productions. The rain date shall be October 5, 2025.

Section 2. Support from the Department of Recreation. The Department of Recreation shall provide operational and logistical support, including but not limited to:

- Assistance with securing and coordinating the use of Hartley Park.
- Organizing a Children’s Village (Kid Zone) with bouncy houses and games.

Section 3. Public Safety Support.

The Mount Vernon Police Department is respectfully requested to:

- Assign a patrol car in the vicinity of Hartley Park during event hours.
- Provide an Auxiliary Police presence within the park, as applicable and available.

Section 4. Department of Public Works Support.

The Department of Public Works is respectfully requested to:

- Assist with **event clean-up** post-event.
- Provide and install **barricades** at designated park entry points, per the direction of the Recreation event leadership.

Section 5. Effective Date. This Ordinance shall take effect immediately upon approval by the City Council.



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

April 22, 2025

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

Re: "Living My Best Life" Community Health Fair Event – October 4, 2025

Dear Honorable Council Members:

The Department of Recreation respectfully requests that the City Council adopt an Ordinance allowing us to co-sponsor the "Living My Best Life" health fair in partnership with T. Fraser Productions. This empowering community celebration is scheduled for **Saturday, October 4, 2025, from 8:00 a.m. to 5:00 p.m. at Hartley Park. The rain date is scheduled for Sunday, October 5, 2025.**

"Living My Best Life" is a day-long wellness and empowerment festival that promotes self-care, mental health, physical fitness, and community connection. The event will feature workshops, fitness demonstrations, live performances, vendors, food trucks, and panel discussions that uplift and inspire residents of all ages.

The Department of Recreation will support this event by assisting with acquiring Hartley Park's use and developing the "Children's Village (Kid Zone)" with bouncy houses and games.

We respectfully request that the Mount Vernon Police Department have a patrol car in the vicinity and an Auxiliary Police presence in the park as applicable. We also ask that the Department of Public Works assist with event clean-up and place barricades at appropriate park entry points, per the discretion of the Recreation event leadership.

Thank you for your continued support of community wellness and engagement. We look forward to your favorable consideration.

Respectfully,

Kathleen Walker-Pinckney
Commissioner of Recreation



**CITY OF MOUNT VERNON
POLICE DEPARTMENT
SUPPORT SERVICES DIVISION**

(914) 665-2500 FAX (914) 665-2559



*Lieutenant Juliet Evans
Commanding Officer*

*Sergeant Daniel De Benedictis
Executive Officer*

Date: April 30, 2025

To: Office of the Police Commissioner

From: Sgt. De Benedictis, Support Services Division

Subject: "Living My Best Life" Community Health Fair Event- October 4, 2025

Deputy Commissioner Andre G. Early of the Department of Recreation has requested City Council to enact legislation for an "Living My Best Life" Community Health Fair Event" in co-sponsorship with T Fraser Productions. The event is to be held on Saturday October 4, 2025, from 0800 hours to 1700 hours with a rain date of Sunday October 5, 2025, at Hartley Park.

The Department of Public Safety has no objections to this event. The undersigned recommends that the patrol supervisor and assigned sector car monitor the event with help from auxiliary officers. It is also recommended that patrol supervisor be authorized to hire additional officers on an overtime basis should the need arise.

Sgt. De Benedictis #3
Executive Officers of Support Services Division

CC: Patrol Division



CITY OF MOUNT VERNON, N.Y.
FIRE DEPARTMENT

SHAWYN PATTERSON-HOWARD
Mayor

Fire Headquarter – 470 East Lincoln Avenue
Mount Vernon, NY, 10550
(914) 665-2611 – Fax: (914) 665-2631

Kevin B. Holt
Fire Commissioner
Theodore W. Beale Jr.
Deputy Fire Commissioner
Juan A. Peralta
Chief of Operations

Kathleen Walker-Pinckney
Recreation Department
City of Mount Vernon
One Roosevelt Square
Mount Vernon, New York 10550

Re: *“Living My Best Life” Community Health Fair*

Dear Commissioner Walker-Pinckney:

The City of Mount Vernon Fire Department has no issues with the proposed special event the *Living My Best Life” Community Health Fair*” at the Hartley Park, co- hosted by Mount Vernon Recreation Department and T. Fraser Productions on Saturday October 4, 2025, 8:00AM to 05:00PM.

In the application the applicant food will be served, an inspection and permit are necessary for any open flames or warming units before the event. Mobile Food Preparation vehicles shall have an CMVNY Vending permit / FDMV Mobile Food Preparation vehicles before the event.

In the case of gasoline, kerosene or diesel generator (s), and inspection and permit are necessary before the event.

In the case of additional Emergency Ambulance services, and notice in advance of 96 hours is required.

Sincerely,

Theodore Beale
Deputy Fire Commissioner

“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

May 20, 2025

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

RE: Living My Best Life Community Health Fair Event-October 4,2025

Please be advised that the Department of Public Works, City of Mount Vernon, has no objections to the Living My Best Life Community Health Fair Event-October 4,2025. The Department of Public Works will drop off barricades for recreation to place at their discretion and pick up trash post event.

Respectfully,

John Nuculovic
Deputy Commissioner of Public Works
JN/dg



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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VERNON, NEW YORK
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File #: TMP -1398

Agenda Date: 5/28/2025

Agenda #: 8.

City Council:

AN ORDINANCE AUTHORIZING A SALARY INCREASE FOR THE POSITION OF LEAD SERVICE LINE FIELD COORDINATOR WITHIN THE BOARD OF WATER SUPPLY

Whereas, in a letter dated May 16, 2025, the Commissioner of the Board of Water Supply formally requested authorization for an increase in the annual salary of the Lead Service Line Field Coordinator position within the Board of Water Supply from \$52,000 to \$67,291, corresponding to CSEA Grade 6A, Step 7, effective January 1, 2025; and

Whereas, the City of Mount Vernon has established a Lead Service Line Replacement Program to enhance public health and infrastructure resilience; and

Whereas, the position of Lead Service Line Field Coordinator plays a critical role in the implementation and oversight of this program; and

Whereas, recent Memoranda of Agreement (MOAs) under collective bargaining agreements with the Civil Service Employees Association (CSEA) and Teamsters have resulted in increased salary levels for various positions within the City of Mount Vernon; and

Whereas, equity and competitive compensation for positions performing comparable functions are essential for employee retention and program success; and

Whereas, the current annual salary for the Lead Service Line Field Coordinator is \$52,000 and does not reflect recent adjustments in comparable positions; and

Whereas, the proposed salary adjustment to \$67,291, corresponding to CSEA Grade 6A, Step 7, will ensure parity and is within the approved salary range (Grade 6A: \$54,239.05 to \$73,817.65); and

Whereas, the proposed increase has been reviewed and approved by the New York State Environmental Facilities Corporation (EFC), and sufficient funding is available from the existing \$2 million EFC grant allocated to the Lead Service Line Replacement Program; and

Whereas, this salary adjustment has been budgeted for and is contingent upon the final approval of the City Council and the Board of Estimates and Contracts; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Salary Increase. The City Council hereby authorizes and approves an increase in the annual salary of the Lead Service Line Field Coordinator position within the Board of Water Supply from \$52,000 to \$67,291, corresponding to CSEA Grade 6A, Step 7, effective January 1, 2025.

Section 2. Funding Source. The salary increase authorized under this Ordinance shall be fully

funded by the New York State Environmental Facilities Corporation (EFC) grant for \$2 million, specifically allocated for the Lead Service Line Replacement Program.

Section 3. Implementation. The Commissioner of the Department of Public Works and the Board of Water Supply are authorized and directed to take all necessary administrative actions to implement this salary adjustment.

Section 4. Effective Date. This Ordinance shall take effect immediately upon approval by the City Council, subject to concurrence by the Board of Estimates and Contracts.



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

May 16, 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: INCREASING SALARY FOR LEAD SERVICE LINE FIELD COORDINATOR

Dear Honorable Council Members:

I respectfully request legislation be enacted authorizing the Board of Water Supply to increase the salary for the Lead Service Line Field Coordinator position.

This legislative request aims to achieve salary parity between the Lead Service Line Replacement Program positions and comparable roles within the City of Mount Vernon. Recent Memoranda of Agreement (MOAs) under collective bargaining agreements with CSEA and Teamsters have resulted in negotiated salary increases for various city positions. To maintain equity and competitive compensation, we propose increasing the Lead Service Line Field Inspector's starting 2025 annual salary from \$52,000 to \$67,291 (Grade 6A Step 7), aligning it with CSEA Grade 6A, effective January 1, 2025.

This salary adjustment will be fully funded by the existing \$2 million grant from the New York State Environmental Facilities Corporation (EFC). The proposed increase was budgeted, approved by the NYS EFC, and is now subject to final approval by the City Council and the Board of Estimates and Contracts.

BOARD OF WATER SUPPLY
Lead Service Line Field Coordinator
\$52,000 to \$67,291 - Grade 6A Step (Min: \$54,239.05 To Max: \$73,817.65)

Thank you for your attention to this critical matter. If you have any further concerns, please feel free to contact me.

Respectfully submitted,



Carlton Spruill
Commissioner



MOUNT VERNON
THE GRANT OF INDEPENDENCE

LEAD SERVICE LINE FIELD COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: Under the direct supervision of the Commissioner of the Water Department and the Superintendent of the Water Department., the incumbent in this class performs Lead Service identification for compiling verification and scheduled replacement. The Field Coordinator works in coordination with the Lead Service Line Data Entry Clerk for updating verification and performing field visits for needed verification and report developments. The Field Coordinator responsibilities include community engagement liaison response and all other LSL inquiries. Does related work as required.

EXAMPLES OF WORK: ffilustrative only)

Review, discover and compile archives of LSL inventory to data entry from varied sources;
Report data archive service discoveries and finds into data system;
Perform inspections and field visits as required for onsite LSL verification;
Verify LSL inventory data by comparing it to source documentation;
Respond to work orders from community engagement for LSL inspection and verification;
Act as liaison between community and LSL replacement program;
Works in collaboration with supervisor, field infrastructure team for one site verification and data upload.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Candidate must have knowledge of task tracing and accuracy to achieving data archives; knowledge of general office procedures and practices; good command of the English language and good arithmetic skills; ability to understand and carry out complex oral and written instructions; must have strong daily task protocols; above average computer skills and good knowledge of computer techniques and procedures; well developed organizational skills; ability to work well with others; good communication skills; ability to prepare and write legibly reports; mental alertness; high degree of accuracy; resourcefulness; honesty; initiative; reliability; neatness of appearance and physical condition commensurate with the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE:

Graduation from high school or possession of an equivalency diploma; PLUS two years of data compilation experience, general office work and extensive dealing with the public.

SPECIAL REQUIREMENTS FOR THIS POSITION:

Applicants must possess a valid New York State Drivers License at time of application.

Adopted

CSC

1/5/2023

[Draft] Re: Salary Grading Assessment -Lead Service Line Field Inspector based on CSEA Grading Schedule

From WaterInfo@mountvernonny.gov
Draft saved Thu 5/15/2025 4:11 PM

From: Peters, Teneil <TPeters@mountvernonny.gov>
Sent: Monday, March 24, 2025 2:27 PM
To: Spruill, Carlton <CSpruill@mountvernonny.gov>; Arena, John <JArena@mountvernonny.gov>
Cc: Rosamonda, Patricia <PRosamonda@mountvernonny.gov>; Parker, LaSandra <lparker@mountvernonny.gov>
Subject: Salary Grading Assessment -Lead Service Line Field Inspector based on CSEA Grading Schedule

Good Afternoon Commissioner Spruill,

Please see below the summary of the salary grading assessment for Lead Service Line Field Inspector position in your department.

Lead Service Line Field Inspector

As part of the lead service grant provided to the City of Mount Vernon by New York State, the title of Lead Service Line Field Inspector is a position that works under the supervision of the Water Commissioner as well as the Superintendent of Water. This incumbent is responsible for performing Lead Service identification for compilation verification and scheduled replacement. The field inspector works in coordination with the lead service line data entry clerk for updating verification and performing field visits for needed verification and report developments.

Examples of Work (Illustrative only)

Review discovers an compile archives of LSL inventory to data entry from varied sources;
Report data archive service discoveries and finds into data system;
Perform inspections and field visits as required for onsite LSL verifications;
Respond to work order from community engagement for LSL inspections and verification;
Acts as liaison between community and LSL replacement program;
Works in collaboration with supervisor, field infrastructure team for on-site verification and data upload.

Required Knowledge, Skills and Abilities

Knowledge of task tracing and accuracy to achieving data archives, knowledge of general office procedures and practices, above average computer skills and good knowledge of computer techniques and procedures, well developed organizational skills, ability to prepare and write legibly reports, etc.

Acceptable Training and Experience:

High school graduate or equivalent diploma, PLUS two (2) years of data compilation experience general office work and extensive dealing with the public.

This position is responsible for coordinating activities within the Lead Program, requiring strong collaboration and the ability to compile and deliver accurate reports to the Commissioner and Water Superintendent. The role also requires strong data management and reporting skills beyond typical field inspection. Additionally, the role demands advanced computer proficiency to ensure precise data management, daily task protocols, resourcefulness, and reporting.

Based on the analysis, the following grading is recommended for the Lead Service Line Field Inspector:






Title	Grade	Minimum	Maximum
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Lead Service Line Field Inspector	6A	\$54,239.05	\$73,817.65
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As with all recommendations, please let me know if you have any questions or agree with the assessment. If not, please let me know what you would like to be *reevaluated* as well as providing me with any additional information that can help in the re-assessment.

Thanks,

Respectfully,
Teneil Peters, MBA
Commissioner
Human Resources Department
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550
tpeters@mountvernonny.gov
(914) 840-4008

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City of Mount Vernon, New York

Staff Report

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File #: TMP -1399

Agenda Date: 5/28/2025

Agenda #: 9.

City Council:

AN ORDINANCE AUTHORIZING THE INCREASE OF SALARY FOR THE LEAD SERVICE LINE ADMINISTRATOR OF THE BOARD OF WATER SUPPLY

Whereas, in a letter dated May 16, 2025, the Commissioner of the Board of Water Supply formally requested authorization for the adjustment of the annual salary for the Lead Service Line Administrator within the Board of Water Supply to reflect the position's updated responsibilities and classification under the CSEA salary chart; and

Whereas, the City of Mount Vernon Board of Water Supply has reviewed the current salary for the position of Lead Service Line Administrator; and

Whereas, the Department of Human Resources, following an amendment to the Civil Service duty statement, has assessed the expanded duties and responsibilities of the position and recommended a salary adjustment; and

Whereas, the Department of Human Resources has determined that the duties and responsibilities of the Lead Service Line Administrator position are consistent with Grade 13 of the CSEA salary schedule; and

Whereas, the proposed salary increase from \$85,000 to \$102,391 annually corresponds with Grade 13, Step 9, on the CSEA salary scale (Minimum: \$71,385.08; Maximum: \$106,266.83); and

Whereas, funding for this salary adjustment will be fully covered by an existing \$2 million grant from the New York State Environmental Facilities Corporation (NYS EFC), which has reviewed and approved the increase in connection with the Lead Service Line Replacement Program; and

Whereas, this adjustment has been budgeted and is now subject to final approval by the City Council and the Board of Estimates and Contracts; **Now, Therefore, Be It Resolved That**

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

Section 1. Purpose. The purpose of this Ordinance is to authorize the adjustment of the annual salary for the Lead Service Line Administrator within the Board of Water Supply to reflect the position's updated responsibilities and classification under the CSEA salary chart.

Section 2. Salary Adjustment Authorized. Effective January 1, 2025, the annual salary for the position of Lead Service Line Administrator shall be increased from Eighty-Five Thousand Dollars (\$85,000) to One Hundred Two Thousand Three Hundred Ninety-One Dollars (\$102,391), which corresponds with Grade 13, Step 9 of the CSEA salary chart.

Section 3. Funding. The salary increase authorized in Section 2 shall be fully funded by the

existing New York State Environmental Facilities Corporation (NYS EFC) grant allocated to the City of Mount Vernon for the Lead Service Line Replacement Program. No additional City funds shall be required for this adjustment.

Section 4. Administrative Action. The Department of Human Resources and the Board of Water Supply are hereby authorized and directed to take all necessary administrative actions to implement this salary adjustment, including any updates to payroll and Civil Service records.

Section 5. Effective Date. This Ordinance shall take effect immediately upon approval by the City Council, subject to concurrence by the Board of Estimates and Contracts.



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

May 16, 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: INCREASING SALARY FOR LEAD SERVICE LINE ADMINISTRATOR

Dear Honorable Council Members:

I respectfully request legislation be enacted authorizing the Board of Water Supply to increase the salary for the Lead Service Line Administrator.

Following an amendment to the Civil Service duty statement, the Department of Human Resources (“HR”) has recommended a new salary—outlined below—at Grade 13 of the CSEA salary chart. This recommendation is based on HR’s assessment of the position’s duties and responsibilities. Per this recommendation, we propose increasing the Lead Service Line Administrator’s 2025 annual salary from \$85,000 to \$102,391 (Grade 13, Step 9), aligning it with CSEA Grade 13, effective January 1, 2025, to reflect the additional responsibilities outlined in the amended duty statement.

This salary adjustment will be fully funded by the existing \$2 million grant from the New York State Environmental Facilities Corporation (NYS EFC). The proposed increase was budgeted, approved by the NYS EFC, and is now subject to final approval by the City Council and the Board of Estimates and Contracts.

BOARD OF WATER SUPPLY	
Lead Service Line Administrator	
\$85,000 to 102,391 - Grade 13 Step 9 (Min: \$71,385.08 To Max: \$106,266.83)	

Thank you for your attention to this critical matter. If you have any further concerns, please feel free to contact me.

Respectfully submitted,


Carlton Spruill
Commissioner



MOUNT VERNON
The Board of Water Supply

LEAD SERVICE LINE ADMINISTRATOR

DISTINGUISHING FEATURES OF THE CLASS: The Lead Service Line Administrator works under the supervision of the Water Commissioner and the Superintendent of Water. The incumbent has the direct responsibility of submission of data to digital platform, inventory and all coordination and management of the program. The administrator oversees, verifies and supervises the work of the field inspector and data clerk. Does related work as required.

EXAMPLES OF WORK: (Illustrative only)

Provides direction to LSL Field inspectors regarding field and on-site verification visits;
Plans and assigns work to program staff, including field and administrative personnel, as well as external contractors, to ensure efficient operations;
Oversees scheduling and coordination of lead service line replacements to collaboration with the Field Team and Superintendent of Water;
Leads and manages all community engagement efforts, including direct mailings and outreach programs, ensuring effective public communication;
Serves as the primary liaison for interdepartmental collaboration, ensuring the successful implementation of digital engagement, direct mailings and reporting protocols;
Manages and oversees comprehensive inventory reporting, ensuring documentation for submission to the Office of the Comptroller and the Superintendent of Water;
Engages in grant and funding management, including identifying funding opportunities, overseeing application processes, tracking fund utilization and ensuring compliance with mandatory reporting requirements;
Reviews and evaluates LSL digital databases and grant management portals to maintain accurate record-keeping and real-time data access.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Candidates must have good knowledge of task tracing and accuracy to achieving data archives; must have strong administrative and management skills; must have the strong supervising skills and plan the work of others; good command of the English language and arithmetic skills; must be able to understand and carry out complex oral and written directions; must have excellent computer skills; excellent organization skills; good knowledge of inventory techniques; good knowledge of office procedures and techniques; ability to work with a diverse group of people; working knowledge of personnel administration; ability to establish effective working relationships with staff; officials; department heads and others; ability to make administrative decisions independently; integrity; good judgment; resourcefulness; tact and courtesy; initiative; neatness of appearance and physical condition commensurate with the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE:

- (A) Graduation from an accredited New York State four year college or university with a Bachelor's Degree in Business Administration or a closely related field; PLUS two years of administrative oversight experience which shall have included supervision and extensive dealing with the public: OR
- (B) Graduation from an accredited two year college with a degree in Business Administration or a closely related field ; PLUS two years of the above noted experience.

SPECIAL REQUIREMENTS FOR THIS POSITION: Applicants must have a valid New

York State Drivers License at time of appointment:

CSC - adopted - 1/5/2023

CSC – amended -4/23/2025

[Draft] Re: Salary Grading Assessment - Lead Service Line Administrator

From WaterInfo@mountvernonny.gov
Draft saved Thu 5/15/2025 4:09 PM

From: Peters, Teneil <TPeters@mountvernonny.gov>
Sent: Thursday, May 1, 2025 12:24:45 PM
To: Spruill, Carlton <CSpruill@mountvernonny.gov>; Arena, John <JArena@mountvernonny.gov>
Cc: Parker, LaSandra <lparker@mountvernonny.gov>
Subject: Salary Grading Assessment - Lead Service Line Administrator

Good Afternoon Commissioner Spruill,

Please see below the summary of the salary grading assessment for the Lead Service Line Administrator title in your department

Lead Service Line Administrator

As part of the lead service grant provided to the City of Mount Vernon by New York State, the title of Lead Service Line Administrator is a position that works under the supervision of the Water Commissioner as well as the Superintendent of Water. The incumbent has the direct responsibility of submission of data to digital platform, inventory and all coordination and management of the program. The administrator oversees, verifies and supervises the work of the field inspector and data clerk

Examples of Work (Illustrative only)

Plans and assigns work to program staff, including field and administrative personnel, as well as external contractors, to ensure efficient operations;
Oversees scheduling and coordination of lead service line replacements to collaboration with the Field Team and Superintendent of Water;
Leads and manages all community engagement efforts, including direct mailings and outreach programs, ensuring effective public communication;
Serves as the primary liaison for interdepartmental collaboration, ensuring the successful implementation of digital engagement, direct mailings and reporting protocols;
Manages and oversees comprehensive inventory reporting, ensuring documentation for submission to the Office of the Comptroller and the Superintendent of Water;
Engages in grant and funding management, including identifying funding opportunities, overseeing application processes, tracking fund utilization and ensuring compliance with mandatory reporting requirements

Required Knowledge, Skills and Abilities

Knowledge of task tracing and accuracy to achieving data archives, strong administrative and management skills, strong supervising skills and plan the work of others, good knowledge of inventory techniques, good knowledge of office procedures and techniques, ability to make administrative decisions independently, etc.

Acceptable Training and Experience:

Bachelor's degree in business administration or closely related field, PLUS two (2) years of administrative oversight experience which shall have included supervision and extensive dealing with the public

OR

Two (2) year college degree with a degree in business administration or closely related field PLUS two (2) years of noted experience.

This position carries the responsibility of serving as a coordinator, liaison, and supervisor of Lead Program. It requires strong management skills and the ability to effectively compile and deliver digital reports to the Commissioner and Water Superintendent.

Strong interpersonal skills are essential, as this role involves engaging with the community—both in responding to inquiries and in educating residents about the program. Given the need to collaborate with diverse groups, including staff, officials, department heads, and community members, the incumbent must demonstrate a high level of professionalism and decorum to effectively facilitate these interactions.

The Lead Service Administrator oversees the LEAD Program, which includes the Lead Service Inspector, Water Specialist, and Water Analyst. These roles are primarily administrative and data-driven. Given the scope and complexity of responsibilities, the functions of this position are comparable to those of a Director-level title. The incumbent manages program staff, exercises independent decision-making authority affecting personnel and program operations, and directly oversees grant funding—ensuring compliance with regulatory requirements and the timely submission of all required reports.

Based on the analysis, the following grading is recommended for the Lead Service Line Administrator:


Title	Grade	Minimum	Maximum
Lead Service Line Administrator	13	\$71,385.08	\$106,266.83

As with all recommendations, please let me know if you have any questions or agree with the assessment. If not, please let me know what you would like to be *reevaluated* as well as providing me with any additional information that can help in the re-assessment.

Thanks,

Respectfully,
Teneil Peters, MBA
Commissioner
Human Resources Department
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550
tpeters@mountvernonny.gov
(914) 840-4008

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City of Mount Vernon, New York

Staff Report

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File #: TMP -1391

Agenda Date: 5/28/2025

Agenda #: 10.

City Council:

AN ORDINANCE AUTHORIZING ATTENDANCE AT THE 2025 SUMMER IIMC MUNICIPAL CLERKS EDUCATION PROGRAM

Whereas, in a letter dated May 13, 2025, the City Clerk formally requested authorization to attend the 2025 Summer IIMC Municipal Clerks Education Program to be held from July 13 to July 17, 2025, in Latham, New York; and

Whereas, the International Institute of Municipal Clerks (IIMC) is holding its 2025 Summer Municipal Clerks Education Program from Sunday, July 13th through Thursday, July 17th at 400 Old Loudon Road, Latham, New York; and

Whereas, the IIMC Education Program provides an intensive curriculum of forty (40) hours of classroom training that supports the continuing professional development and certification of municipal clerks, including leadership and municipal governance instruction aligned with current priorities in local government; and

Whereas, participation in this program will contribute to the achievement of the Certified Municipal Clerk (CMC) designation and foster improved performance, knowledge, and skills directly beneficial to the City of Mount Vernon; and

Whereas, the total cost of attendance is estimated not to exceed One Thousand Ninety-Six Dollars (\$1,096.00), which includes \$500.00 for tuition and materials, and \$596.00 for hotel accommodations for four (4) nights; and

Whereas, the use of a City-owned vehicle is requested for transportation to and from the training site in Latham, NY; and

Whereas, the applicant has applied for a scholarship from the New York State Association of City & Village Clerks (NYSACVC), which, if awarded, may reduce the total cost to the City; and

Whereas, funds are available in budget lines A 1410.417 (Education Training - \$500.00) and A 1410.402 (Travel Expense - \$596.00); **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 IIMC Education Program. The City Clerk is hereby authorized to attend the 2025 Summer IIMC Municipal Clerks Education Program to be held from July 13 to July 17, 2025, in Latham, New York.

Section 2. Funding Approval. The City is authorized to allocate and expend a total amount not to exceed One Thousand Ninety-Six Dollars (\$1,096.00) from budget lines A 1410.417 (Education

Training) and A 1410.402 (Travel Expense) to cover tuition, accommodations, and related expenses.

Section 3. Use of City-Owned Vehicle. The City Clerk is authorized to utilize a City-owned vehicle for travel to and from the training location in Latham, NY.

Section 4. Scholarship Consideration. Should a scholarship be awarded through the New York State Association of City & Village Clerks (NYSACVC), any reimbursed funds shall be returned to the appropriate City accounts.

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



OFFICE OF THE CITY CLERK
ONE ROOSEVELT SQUARE NORTH
MOUNT VERNON, NEW YORK 10550
(914) 668-2352 * WWW.CMVNY.COM

NICOLE BONILLA, MBA
City Clerk

May 13, 2025

Honorable City Council Members
1 Roosevelt Square North
Mount Vernon, New York 10550

Re: Requesting permission to attend the 2025 Summer IIMC (International Institute of
Municipal Clerks) Municipal Clerks Education Program
[July 2025 Summer IIMC Online Information](#)

Honorable Body,

This letter is to respectfully request that the City Council approve this request and enact legislation granting permission for me to attend the 2025 Summer IIMC (International Institute of Municipal Clerks) Municipal Clerks Education Program, which runs from Sunday, July 13th to Thursday, July 17th, located at 400 Old Loudon Road, Latham, New York.

The cost of attendance is \$500.00, which includes forty (40) hours of classroom training, all meals, a banquet, materials, and completion certificates for the CMC certification. Hotel for four (4) nights is \$596.00. I am requesting the use of a city-owned vehicle for transportation to and from Latham, NY. Scholarship opportunities are available through the New York State Association of City & Village Clerks (NYSACVC). I have applied. If granted a scholarship, the cost of attendance will decrease. Total cost, not to exceed \$1,096.00.

A 1410.417 Education Training - \$500.00

A 1410.402 Travel Expense - \$596.00

This conference focuses on educational programs and networking opportunities for municipal clerks and local government staff in elected and appointed positions. Classroom training will include leadership training and professional development, while offering in-depth lessons aligned with emerging priorities in today's dynamic municipal environment.

Thank you for the consideration of my request, and I appreciate the Council's support.

Sincerely,

Nicole Bonilla, MBA
City Clerk



City of Mount Vernon, New York

Staff Report

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File #: TMP -1392

Agenda Date: 5/28/2025

Agenda #: 11.

City Council:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, APPOINTING JORDAN RIULLANO AS DEPUTY CITY CLERK FOR THE CITY OF MOUNT VERNON

Whereas, pursuant to Section 34 of the Mount Vernon City Charter, as amended by Local Law No. 4 of 2008, the City Council of the City of Mount Vernon is authorized to appoint a Deputy City Clerk who shall hold office during the pleasure of the Council; and

Whereas, the City Council has duly deliberated and considered the qualifications and experience of Jordan Riullano for the position of Deputy City Clerk; and

Whereas, Mr. Riullano began serving in the capacity of Deputy City Clerk on May 19, 2025; and

Whereas, Mr. Riullano brings to the Office of the City Clerk a robust background in law, having earned a Juris Doctor (JD), as well as demonstrated strengths in legal research and public administration; and

Whereas, Mr. Riullano previously served as a summer intern with the Mount Vernon Youth Bureau, working in the Office of the City Clerk, and has demonstrated a continuing commitment to public service and the Mount Vernon community; and

Whereas, the City Council recognizes Mr. Riullano's competence, professionalism, and potential to provide comprehensive and substantive support to both the Office of the City Clerk and the legislative functions of the City Council; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact: **Section 1. Appointment.** Jordan Riullano is hereby formally appointed to the position of **Deputy City Clerk** for the City of Mount Vernon, effective May 19, 2025.

Section 2. Term of Service. In accordance with Section 34 of the City Charter, Mr. Riullano shall hold said office during the pleasure of the City Council and shall perform such duties as are prescribed by law and assigned by the City Clerk or the Council.

Section 3. Compensation and Benefits. Mr. Riullano shall receive such compensation and benefits as may be established by the City Council or pursuant to applicable provisions of the City's personnel policies and procedures.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption by the City Council.



OFFICE OF THE CITY CLERK
ONE ROOSEVELT SQUARE NORTH
MOUNT VERNON, NEW YORK 10550
(914) 668-2352 * WWW.CMVNY.COM

NICOLE BONILLA, MBA
City Clerk

May 19, 2025

Re: Appointment of Deputy City Clerk – Jordan Riullano

Honorable City Council Members,

Under Section 34 of the Mount Vernon City Charter, as amended by Local Law No. 4 of 2008, the City Council shall appoint to hold office during its pleasure a Deputy City Clerk. The City Council has deliberated on the appointment of Deputy City Clerk, Jordan Riullano.

Mr. Riullano began serving as Deputy City Clerk on May 19, 2025. With Mr. Riullano's background in law, holding a Juris Doctor (JD), and a strong foundation in legal research and public administration, he is well-positioned to provide comprehensive and substantive support to the Office of the City Clerk and the City Council.

As a former summer intern with the Mount Vernon Youth Bureau, working in the Clerk's Office, we are delighted to welcome him back to the City of Mount Vernon in an administrative capacity. We are confident that he will continue to be an invaluable asset to the community we serve.

Salary is appropriated in the 2025 adopted budget under code A 1410.101

Sincerely,

Nicole Bonilla, MBA
City Clerk



City of Mount Vernon, New York

Staff Report

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File #: TMP -1409

Agenda Date: 5/28/2025

Agenda #: 12.

City Council:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK CELEBRATING AND HONORING FIRST LADY INEZ N. RICHARDSON

Whereas, the great City of Mount Vernon, NY joins together to celebrate **FIRST LADY INEZ N. RICHARDSON** for 50 years of faith, dedication, and God's grace; and

Whereas, **FIRST LADY INEZ N. RICHARDSON** has served with unwavering faith and humility alongside her husband, Reverend Dr. W. Franklyn Richardson, Pastor of Grace Baptist Church, since they arrived at the church fifty years ago. She has been a vital presence in the advancement of the ministry of Grace Baptist Church, always choosing to serve without seeking recognition, status, or title, but rather working humbly to uplift the ministry of Jesus Christ; and

Whereas, First Lady Richardson has nurtured youth through the development of the teenage choir and youth ministry, and championed the establishment of the MOCCA ministry, which has provided college students with more than \$1.5 million in scholarships over the past fifty years. She has served the broader community through her involvement in numerous civic and philanthropic organizations, including as a charter member of the Metropolitan Chapter of LINKS, Vice President and Chapter Treasurer, NGO representative to the United Nations, and member of Alpha Kappa Alpha Sorority, Inc., among others; and

Whereas, she is also a devoted wife, mother of three, grandmother of five, and a model of Christian virtue whose strength, compassion, and faith have uplifted her family and congregation. She and Reverend Richardson have been married for 55 years, marking a legacy of love, commitment, and partnership that has served as an example to many; **Now, Therefore, be it**

Resolved, on this **25th day of May 2025**, the City Council joins with the citizens of the City of Mount Vernon, NY, to honor **FIRST LADY INEZ N. RICHARDSON**, for her decades of dedicated service, leadership, and faithful stewardship to the Grace Baptist Church and the wider community.

CITY COUNCIL OF MOUNT VERNON



RESOLUTION

WHEREAS, the great City of Mount Vernon, NY joins together to celebrate **FIRST LADY INEZ N. RICHARDSON** for 50 years of faith, dedication, and God’s grace; *and*

WHEREAS, **FIRST LADY INEZ N. RICHARDSON** has served with unwavering faith and humility alongside her husband, Reverend Dr. W. Franklyn Richardson, Pastor of Grace Baptist Church, since their arrival at the church fifty years ago. She has been a vital presence in the advancement of the ministry of Grace Baptist Church, always choosing to serve without seeking recognition, status, or title, but rather working humbly to uplift the ministry of Jesus Christ; *and*

WHEREAS, First Lady Richardson has nurtured youth through the development of the teenage choir and youth ministry, and championed the establishment of the MOCCA ministry, which has provided college students with more than \$1.5 million in scholarships over the past fifty years. She has served the broader community through her involvement in numerous civic and philanthropic organizations, including as a charter member of the Metropolitan Chapter of LINKS, Vice President and Chapter Treasurer, NGO representative to the United Nations, and member of Alpha Kappa Alpha Sorority, Inc., among others; *and*

WHEREAS, she is also a devoted wife, mother of three, grandmother of eight, and a model of Christian virtue whose strength, compassion, and faith have uplifted her family and congregation. She and Reverend Richardson have been married for 55 years, marking a legacy of love, commitment, and partnership that has served as an example to many; *and NOW, THEREFORE, be it*

RESOLVED, on this **25th** day of **May 2025**, the City Council joins with the citizens of the City of Mount Vernon, NY, to honor **FIRST LADY INEZ N. RICHARDSON**, for her decades of dedicated service, leadership, and faithful stewardship to the Grace Baptist Church and the Mount Vernon community.

Councilperson

Councilperson

Councilperson

Councilperson

President

City Clerk





City of Mount Vernon, New York

Staff Report

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File #: TMP -1410

Agenda Date: 5/28/2025

Agenda #: 13.

City Council:

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF MOUNT VERNON, NEW YORK
RECOGNIZING THE EXTRAORDINARY
WORK AND SERVICE OF THE
DELTA NU SIGMA ALUMNAE CHAPTER
of SIGMA GAMMA RHO SORORITY, INC.**

Whereas, the great City of Mount Vernon, New York, proudly comes together to recognize and celebrate the outstanding service, commitment, and sisterhood of the **DELTA NU SIGMA ALUMNAE CHAPTER of SIGMA GAMMA RHO SORORITY, INC.**; and

Whereas, **SIGMA GAMMA RHO SORORITY, INC.**, founded on November 12, 1922, by seven educators in Indianapolis, Indiana, has remained unwavering in its mission to uplift communities through sisterhood, leadership, and service; and

Whereas, the **DELTA NU SIGMA ALUMNAE CHAPTER** was officially chartered on May 3, 1975, in Mount Vernon, New York, by seven pioneering women-Pauline Aska, Olive Campbell, Hortense Jones, Shirley Kemp, Barbara Perry, Myrna Ross, and Alice Scott-who sought to extend the Sorority's noble mission at the local level; and

Whereas, for nearly five decades, the Chapter has made a profound impact across Mount Vernon and Westchester County through its initiatives in youth scholarships, health awareness, hunger relief, community beautification, and countless acts of philanthropy and volunteer service; and

Whereas, the Chapter's affiliates-the Philos, Rhoers, and Rhosebuds-together with its dedicated members, have consistently demonstrated an enduring commitment to excellence, leadership, and civic engagement; **Now, Therefore, be it**

Resolved, that the City Council of the City of Mount Vernon, New York, on behalf of its residents, proudly honors and commends the extraordinary contributions of the Delta Nu Sigma Alumnae Chapter of Sigma Gamma Rho Sorority, Inc. for its exemplary record of community service, advocacy, and empowerment. We extend our deepest appreciation and gratitude for your continued partnership and leadership.

CITY COUNCIL OF MOUNT VERNON



RESOLUTION

WHEREAS, the great City of Mount Vernon, NY joins together to recognize the extraordinary work, service, and sisterhood of the DELTA NU SIGMA ALUMNAE CHAPTER of SIGMA GAMMA RHO SORORITY, INC.; and

WHEREAS, SIGMA GAMMA RHO SORORITY, INC., founded on November 12, 1922, by seven educators in Indianapolis, Indiana, has remained steadfast in its mission to uplift communities through sisterhood, leadership, and service; and


WHEREAS, the DELTA NU SIGMA ALUMNAE CHAPTER was chartered on May 3, 1975, in Mount Vernon, New York by seven visionary women - Pauline Aska, Olive Campbell, Hortense Jones, Shirley Kemp, Barbara Perry, Myrna Ross, and Alice Scott - to extend that mission locally; and

WHEREAS, for five decades, the Chapter has served Mount Vernon and Westchester County through youth scholarships, health awareness, community beautification, hunger relief, and countless acts of service and philanthropy; and


WHEREAS, the Chapter's affiliates - the Philos, Rhoers, and Rhosebuds alongside its members, have demonstrated a sustained commitment to excellence and civic engagement; and NOW, THEREFORE, be it

RESOLVED, that the City Council joins with the citizens of the City of Mount Vernon, NY, to honor the extraordinary sisterhood that is committed to the highest quality of community service and engagement.


We honor the dedicated efforts of every member of the DELTA NU SIGMA ALUMNAE CHAPTER, and we value your partnership.




Councilperson



Councilperson



Councilperson



Councilperson



City Council President

Authenticated this **31st** day of **MAY, 2025**



City Clerk



City of Mount Vernon, New York

Staff Report

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File #: TMP -1414

Agenda Date: 5/28/2025

Agenda #: 14.

City Council:

RESOLUTION FOR HOME RULE REQUEST IN SUPPORT OF THE STATE SENATE ASSEMBLY BILL NO. A8446A

AN ACT TO AMEND THE VEHICLE AND TRAFFIC LAW AND THE PUBLIC OFFICERS LAW, IN RELATION TO AUTHORIZING THE CITY OF MOUNT VERNON TO ESTABLISH A SCHOOL SPEED ZONE DEMONSTRATION PROGRAM; AND PROVIDING FOR THE REPEAL OF SUCH PROVISIONS UPON EXPIRATION THEREOF

Whereas, the City of Mount Vernon is hereby authorized to establish a school speed zone demonstration program; authorized to install in no more than twenty school speed zones in such city; and

Whereas, the People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. The vehicle and traffic law is amended by adding a new section 1180-h to read as follows:

§ 1180-h. Owner liability for failure of the operator to comply with certain posted maximum speed limits; Mount Vernon.

(a) 1. Notwithstanding any other provision of law, the city of Mount Vernon is hereby authorized to establish a demonstration program imposing monetary liability on the owner of a vehicle for failure of an operator thereof to comply with posted maximum speed limits in a school speed zone within such city (i) when a school speed limit is in effect as provided in paragraphs one and two of subdivision (c) of section eleven hundred eighty of this article or (ii) when other speed limits are in effect as provided in subdivision (b), (d), (f) or (g) of section eleven hundred eighty of this article during the following times: (A) on school days during school hours and one hour before and one hour after the school day, and (B) a period during student activities at the school and up to thirty minutes immediately before and up to thirty minutes immediately after such student activities. Such a demonstration program shall empower the city of Mt. Vernon to install photo speed violation monitoring systems within no more than twenty school speed zones within such city at any one time and to operate such systems within such zones (iii) when a school speed limit is in effect as provided in paragraphs one and two of subdivision (c) of section eleven hundred eighty of this article, or (iv) when other speed limits are in effect as provided in subdivision (b), (d), (f) or (g) of section eleven hundred eighty of this article during the following times: (A) on school

days during school hours, and one hour before and one hour after the school day, and (B) a period during student activities at the school and up to thirty minutes immediately before and up to thirty minutes immediately after such student activities. In selecting a school speed zone in which to install and operate a photo speed violation monitoring system, the city shall consider criteria including but not limited to the speed data, crash history, and the roadway geometry applicable to such school speed zone.

2. No photo speed violation monitoring system shall be used in a school speed zone unless (i) on the day it is to be used, it has successfully passed a self-test of its functions; and (ii) it has undergone an annual calibration check performed pursuant to paragraph four of this subdivision. The city shall install signs giving notice that a photo speed violation monitoring system is in use, to be mounted in advance warning signs notifying motor vehicle operators of such an upcoming school speed zone and/or on speed limit signs applicable within such school speed zone, in conformance with standards established in the MUTCD.

3. Operators of photo speed violation monitoring systems shall have completed training in the procedures for setting up, testing, and operating such systems. Each such operator shall complete and sign a daily set-up log for each such system that such operator operates, that (i) states the date and time when, and the location where, the system was set up that day, and (ii) states that such an operator successfully performed, and the system passed the self-tests of such a system before producing a recorded image that day. The city shall retain each such daily log until the later of the date on which the photo speed violation monitoring system to which it applies has been permanently removed from use or the final resolution of all cases involving notices of liability issued based on photographs, microphotographs, videotape, or other recorded images produced by such system.

4. Each photo speed violation monitoring system shall undergo an annual calibration check performed by an independent calibration laboratory, which shall issue a signed certificate of calibration. The city shall keep each such annual certificate of calibration on file until the final resolution of all cases involving a notice of liability issued during such year, which were based on photographs, microphotographs, videotape, or other recorded images produced by such photo speed violation monitoring system.

5. (i) Such demonstration program shall utilize necessary technologies to ensure, to the extent practicable, that photographs, microphotographs, videotape, or other recorded images produced by such photo speed violation monitoring systems shall not include images that identify the driver, the passengers, or the contents of the vehicle. Provided, however, that no notice of liability is issued pursuant to this section shall be dismissed solely because such a photograph, microphotograph, videotape, or other recorded images allows for the identification of the driver, the passengers, or the contents of vehicles where the city shows that it made reasonable efforts to comply with the provisions of this paragraph in such case.

(ii) Photographs, microphotographs, videotape, or any other recorded image from a photo speed violation monitoring system shall be for the exclusive use of the city for the purpose of the adjudication of liability imposed pursuant to this section and of the owner receiving a notice of liability pursuant to this section, and shall be destroyed by the city upon the final resolution of the notice of liability to which such photographs, microphotographs, videotape or other recorded images relate, or one year following the date of issuance of such notice of liability, whichever is later. Notwithstanding the provisions of any other law, rule or regulation to the contrary, photographs, microphotographs, videotape, or any other recorded image from a photo speed violation monitoring system shall not be open to the

public, nor subject to civil or criminal process or discovery, nor used by any court or administrative or adjudicatory body in any action or proceeding therein except that which is necessary for the adjudication of a notice of liability issued pursuant to this section, and no public entity or employee, officer or agent thereof shall disclose such information, except that such photographs, microphotographs, videotape or any other recorded images from such systems:

(A) shall be available for inspection and copying and use by the motor vehicle owner and operator for so long as such photographs, microphotographs, videotape or other recorded images are required to be maintained or are maintained by such public entity, employee, officer or agent; and

(B) (1) shall be furnished when described in a search warrant issued by a court authorized to issue such a search warrant pursuant to article six hundred ninety of the criminal procedure law or a federal court authorized to issue such a search warrant under federal law, where such search warrant states that there is reasonable cause to believe such information constitutes evidence of, or tends to demonstrate that, a misdemeanor or felony offense was committed in this state or another state, or that a particular person participated in the commission of a misdemeanor or felony offense in this state or another state, provided, however, that if such offense was against the laws of another state, the court shall only issue a warrant if the conduct comprising such offense would, if occurring in this state, constitute a misdemeanor or felony against the laws of this state; and

(2) shall be furnished in response to a subpoena duces tecum signed by a judge of competent jurisdiction and issued pursuant to article six hundred ten of the criminal procedure law or a judge or magistrate of a federal court authorized to issue such a subpoena duces tecum under federal law, where the judge finds and the subpoena states that there is reasonable cause to believe such information is relevant and material to the prosecution, or the defense, or the investigation by an authorized law enforcement official, of the alleged commission of a misdemeanor or felony in this state or another state, provided, however, that if such offense was against the laws of another state, such judge or magistrate shall only issue such subpoena if the conduct comprising such offense would, if occurring in this state, constitute a misdemeanor or felony in this state; and

(3) may, if lawfully obtained pursuant to this clause and clause (A) of this subparagraph and otherwise admissible, be used in such criminal action or proceeding.

(b) If the city of Mt. Vernon establishes a demonstration program pursuant to subdivision (a) of this section, the owner of a vehicle shall be liable for a penalty imposed pursuant to this section if such vehicle was used or operated with the permission of the owner, express or implied, within a school speed zone in violation of subdivision (c) or during the times authorized pursuant to subdivision (a) of this section in violation of subdivision (b), (d), (f) or (g) of section eleven hundred eighty of this article, such vehicle was traveling at a speed of more than ten miles per hour above the posted speed limit in effect within such school speed zone, and such violation is evidenced by information obtained from a photo speed violation monitoring system; provided however that no owner of a vehicle shall be liable for a penalty imposed pursuant to this section where the operator of such vehicle has been convicted of the underlying violation of subdivision (b), (c), (d), (f), or (g) of section eleven hundred eighty of this article. For purposes of this section, the following terms shall have the following meanings:

1. "manual on uniform traffic control devices" or "MUTCD" shall mean the manual and specifications for a uniform system of traffic control devices maintained by the commissioner of

transportation pursuant to section sixteen hundred eighty of this chapter;

2. “owner” shall have the meaning provided in article two-B of this chapter;

3. “photo speed violation monitoring system” shall mean a vehicle sensor installed to work in conjunction with a speed measuring device which automatically produces two or more photographs, two or more microphotographs, a videotape or other recorded images of each vehicle at the time it is used or operated in a school speed zone in violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article in accordance with the provisions of this section; and

4. “school speed zone” shall mean a distance not to exceed one thousand three hundred twenty feet on a highway passing a school building, entrance or exit of a school abutting on the highway.

(d) A certificate, sworn to or affirmed by a technician employed by the city of Mt. Vernon, or a facsimile thereof, based upon inspection of photographs, microphotographs, videotape or other recorded images produced by a photo speed violation monitoring system, shall be prima facie evidence of the facts contained therein. Any photographs, micro-photographs, videotape, or other recorded images evidencing such a violation shall include at least two date and time-stamped images of the rear of the motor vehicle that include the same stationary object near the motor vehicle and shall be available for inspection reasonably in advance of and at any proceeding to adjudicate the liability for such violation pursuant to this section.

(e) An owner liable for a violation of subdivision (b), (c), (d), (f), or (g) of section eleven hundred eighty of this article pursuant to a demonstration program established pursuant to this section shall be liable for monetary penalties in accordance with a schedule of fines and penalties to be promulgated by the parking violations bureau of the city of Mt. Vernon. The liability of the owner pursuant to this section shall not exceed fifty dollars for each violation; provided, however, that such parking violations bureau may provide for an additional penalty not in excess of twenty-five dollars for each violation for the failure to respond to a notice of liability within the prescribed time period.

(f) An imposition of liability under the demonstration program established pursuant to this section shall not be deemed a conviction as an operator and shall not be made part of the operating record of the person upon whom such liability is imposed nor shall it be used for insurance purposes in the provision of motor vehicle insurance coverage.

(g) 1. A notice of liability shall be sent by first-class mail to each person alleged to be liable as an owner for a violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article pursuant to this section, within fourteen business days if such owner is a resident of this state and within forty-five business days if such owner is a non-resident. Personal delivery on the owner shall not be required. A manual or automatic record of mailing prepared in the ordinary course of business shall be prima facie evidence of the facts contained therein.

2. A notice of liability shall contain the name and address of the person alleged to be liable as an owner for a violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article pursuant to this section, the registration number of the vehicle involved in such violation, the location where such violation took place, the date and time of such violation, the identification number of

the camera which recorded the violation or other document locator number, at least two date and time-stamped images of the rear of the motor vehicle that include the same stationary object near the motor vehicle, and the certificate charging the liability.

3. The notice of liability shall contain information advising the person charged of the manner and the time in which such person may contest the liability alleged in the notice. Such notice of liability shall also contain a prominent warning to advise the person charged that failure to contest in the manner and time provided shall be deemed an admission of liability and that a default judgment may be entered thereon.

5. The notice of liability shall be prepared and mailed by the city of Mt. Vernon, or by any other entity authorized by the city to prepare and mail such notice of liability.

(h) Adjudication of the liability imposed upon owners by this section shall be by the City of Mt. Vernon Parking Violations Bureau.

(i) If an owner receives a notice of liability pursuant to this section for any time period during which the vehicle or the number plate or plates of such vehicle was reported to the police department as having been stolen, it shall be a valid defense to an allegation of liability for a violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article pursuant to this section that the vehicle or the number plate or plates of such vehicle had been reported to the police as stolen prior to the time the violation occurred and had not been recovered by such time. For purposes of asserting the defense provided by this subdivision, it shall be sufficient that a certified copy of the police report on the stolen vehicle or number plate or plates of such vehicle be sent by first-class mail to the city of Mt. Vernon parking violations bureau or by any other entity authorized by the city to prepare and mail such notice of liability.

(j) 1. An owner who is a lessor of a vehicle to which a notice of liability was issued pursuant to subdivision (g) of this section shall not be liable for the violation of subdivision (b), (c), (d), (f), or (g) of section eleven hundred eighty of this article under this section, provided that:

(i) prior to the violation, the lessor has filed with such parking violations bureau in accordance with the provisions of section two hundred thirty-nine of this chapter; and

(ii) within thirty-seven days after receiving notice from such bureau of the date and time of a liability, together with the other information contained in the original notice of liability, the lessor submits to such bureau the correct name and address of the lessee of the vehicle identified in the notice of liability at the time of such violation, together with such other additional information contained in the rental, lease or other contract document, as may be reasonably required by such bureau pursuant to regulations that may be promulgated for such purpose.

2. Failure to comply with subparagraph (ii) of paragraph one of this subdivision shall render the owner liable for the penalty prescribed in this section.

3. Where the lessor complies with the provisions of paragraph one of this subdivision, the lessee of such vehicle on the date of such violation shall be deemed to be the owner of such vehicle for purposes of this section shall be subject to liability for such violation pursuant to this section and shall be sent a notice of liability pursuant to subdivision (g) of this section.

(k) 1. If the owner liable for a violation of subdivision (c) or (d) of section eleven hundred eighty of this article pursuant to this section was not the operator of the vehicle at the time of the violation, the owner may maintain an action for indemnification against the operator.

2. Notwithstanding any other provision of this section, no owner of a vehicle shall be subject to a monetary fine imposed pursuant to this section if the operator of such vehicle was operating such vehicle without the consent of the owner at the time such operator operated such vehicle in violation of subdivision (b), (c), (d), (f), or (g) of section eleven hundred eighty of this article. For purposes of this subdivision there shall be a presumption that the operator of such vehicle was operating such vehicle with the consent of the owner at the time such operator operated such vehicle in violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article.

(l) Nothing in this section shall be construed to limit the liability of an operator of a vehicle for any violation of subdivision (c) or (d) of section eleven hundred eighty of this article.

(m) If the city adopts a demonstration program pursuant to subdivision (a) of this section it shall conduct a study and submit an annual report on the results of the use of photo devices to the governor, the temporary president of the senate, and the speaker of the assembly on or before the first day of June next succeeding the effective date of this section and on the same date in each succeeding year in which the demonstration program is operable. Such report shall include:

1. The locations where and dates when photo speed violation monitoring systems were used;
2. the aggregate number, type and severity of crashes, fatalities, injuries and property damage reported within all school speed zones within the city, to the extent the information is maintained by the department of motor vehicles of this state;
3. the aggregate number, type and severity of crashes, fatalities, injuries and property damage reported within school speed zones where photo speed violation monitoring systems were used, to the extent the information is maintained by the department of motor vehicles of this state;
4. the number of violations recorded within all school speed zones within the city, in the aggregate on a daily, weekly and monthly basis;
5. the number of violations recorded within each school speed zone where a photo speed violation monitoring system is used, in the aggregate on a daily, weekly, and monthly basis;
6. the number of violations recorded within all school speed zones within the city that were:
 - (i) more than ten but not more than twenty miles per hour over the posted speed limit;
 - (ii) more than twenty but not more than thirty miles per hour over the posted speed limit;

(iii) more than thirty but not more than forty miles per hour over the posted speed limit;
and

(iv) more than forty miles per hour over the posted speed limit

7. the number of violations recorded within each school speed zone where a photo speed violation monitoring system is used that were:

(i) more than ten but not more than twenty miles per hour over the posted speed limit;

(ii) more than twenty but not more than thirty miles per hour over the posted speed limit;

(iii) more than thirty but not more than forty miles per hour over the posted speed limit; and

(iv) more than forty miles per hour over the posted speed limit;

8. the total number of notices of liability issued for violations recorded by such systems;

9. the number of fines and total amount of fines paid after the first notice of liability issued for violations recorded by such systems;

10. the number of violations adjudicated and the results of such adjudications including breakdowns of dispositions made for violations recorded by such systems;

11. the total amount of revenue realized by the city in connection with the program;

12. the expenses incurred by the city in connection with the program; and

13. the quality of the adjudication process and its results.

(n) It shall be a defense to any prosecution for a violation of subdivision (b), (c), (d), (f) or (g) of section eleven hundred eighty of this article pursuant to this section that such photo speed violation monitoring system was malfunctioning at the time of the alleged violation.

§ 2. Subdivision 2 of section 87 of the Public Officers Law is amended by adding a new paragraph (v) to read as follows:

(v) are photographs, microphotographs, videotape, or other recorded images prepared under authority of section eleven hundred eighty-h of the vehicle and traffic law.

§ 3. The purchase or lease of equipment for a demonstration program established pursuant to

section 1180-h of the vehicle and traffic law, as added by section one of this act, shall be subject to the provisions of section 103 of the general municipal law.

§ 4. This act shall take effect on the thirtieth day after it shall have become a law and shall expire on December 1, 2031, when, upon such date, the provisions of this act shall be deemed repealed. Effective immediately, the addition, amendment, and/or repeal of any rule or regulation necessary for the implementation of this act on its effective date are authorized to be made and completed on or before such effective date.

EXPLANATION

Matter in italics (underscored) is new

Matter in brackets [] is old law to be omitted



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 -1415

Agenda Date: 5/28/2025

Agenda #: 15.

City Council:

RESOLUTION FOR HOME RULE REQUEST IN SUPPORT OF THE STATE SENATE ASSEMBLY BILL NO. A7341B AND BILL NO. S07321A

AN ACT TO AMEND THE TAX LAW, IN RELATION TO AUTHORIZING THE CITY OF MOUNT VERNON TO IMPOSE A HOTEL AND MOTEL TAX, AND PROVIDING FOR THE REPEAL OF SUCH PROVISIONS UPON EXPIRATION THEREOF

Whereas, the city of Mount Vernon is hereby authorized to impose a hotel and motel tax of 5.875%; and

Whereas, the People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. The tax law is amended by adding a new section 1202-kkk to read as follows:

§ 1202-kkk. Hotel or motel taxes in the city of Mount Vernon.

(1) Notwithstanding any other provision of law to the contrary, the city of Mount Vernon, Westchester county, is hereby authorized and empowered to adopt and amend local laws imposing in such city a tax, in addition to any other tax authorized and imposed pursuant to this article, such as the legislature has or would have the power and authority to impose upon persons occupying hotel or motel rooms in such city. For the purposes of this section, the term “hotel” or “motel” shall mean and include, but not be limited to, hotels, motels, tourist homes, motel courts, bed-and-breakfast establishments, short-term rentals, vacation rentals, airbnbs, clubs or similar facilities, whether or not meals are served to guests or residents thereof, and/or a location that is otherwise made available for transient lodging accommodation for rent directly by the owner or through an agent, operator or company. The rates of such tax shall not exceed five and eight hundred seventy-five thousandths percent of the per diem rental rate for each room, provided, however, that such tax shall not be applicable to a permanent resident of a hotel or motel. For the purposes of this section, the term “permanent resident” shall mean a person occupying any room or rooms in a hotel or motel for at least thirty consecutive days.

(2) Such tax may be collected and administered by the chief fiscal officer of the city of Mount Vernon by such means and in such manner as other taxes, which are now collected and administered by such officer, or as otherwise may be provided by such local law.

(3) Such local laws may provide that any tax imposed shall be paid by the person liable therefor to the owner of the hotel or motel room occupied or to the person entitled to be paid the rent or charge for the hotel or motel room occupied for and on account of the city of Mount Vernon imposing the tax and that such owner or person entitled to be paid the rent or charge shall be liable for the collection and payment of the tax; and that such owner or person entitled to be paid the rent or charge shall have the same right in respect to collecting the tax from the person occupying the hotel or motel room, or in respect to nonpayment of the tax by the person occupying the hotel or motel room, as if the tax were a part of the rent or charge and payable at the same time as the rent or charge; provided, however, that the chief fiscal officer of the city, specified in such local law, shall be joined as a party in any action or proceeding brought to collect the tax by the owner or by the person entitled to be paid the rent or charge.

(4) Such local laws may provide for the filing of returns and the payment of the tax on a monthly basis or on the basis of any longer or shorter period of time.

(5) This section shall not authorize the imposition of such tax upon any transaction, by or with any of the following in accordance with section twelve hundred thirty of this article:

(a) The state of New York, or any public corporation (including a public corporation created pursuant to agreement or compact with another state or the Dominion of Canada), improvement district or other political subdivision of the state;

(b) The United States of America, insofar as it is immune from taxation; and

(c) Any corporation or association, or trust, or community chest, fund or foundation organized and operated exclusively for religious, charitable, or educational purposes, or for the prevention of cruelty to children or animals, and no part of the net earnings of which inures to the benefit of any private shareholders or individual and no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence the legislation; provided, however, that nothing in this paragraph shall include an organization operated for the primary purpose of carrying on a trade or business for profit, whether or not all of its profits are payable to one or more organizations described in this paragraph.

(6) Any final determination of the amount of any tax payable pursuant to this section shall be reviewable for error, illegality or unconstitutionality or any other reason whatsoever by a proceeding under article seventy-eight of the civil practice law and rules if application therefor is made to the supreme court within thirty days after the giving of the notice of such final determination, provided, however, that any such proceeding under article seventy-eight of the civil practice law and rules shall not be instituted unless:

(a) The amount of any tax sought to be reviewed, with such interest and penalties thereon as may be provided for by local law or regulation shall be first deposited and there is filed an undertaking, issued by a surety company authorized to transact business in this state and approved by the superintendent of financial services of this state as to solvency and responsibility, in such amount as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding; or

(b) At the option of the petitioner such undertaking may be in a sum sufficient to cover the taxes, interests and penalties stated in such determination plus the costs and charges which may accrue against it in the prosecution of the proceeding, in which event the petitioner shall not be required to pay such taxes, interest or penalties as a condition precedent to the application.

(7) Where any tax imposed pursuant to this section shall have been erroneously, illegally or unconstitutionally collected and application for the refund thereof duly made to the proper fiscal officer or officers, and such officer or officers shall have made a determination denying such refund, such determination shall be reviewable by a proceeding under article seventy-eight of the civil practice law and rules, provided, however, that such proceeding is instituted within thirty days after the giving of the notice of such denial, that a final determination of tax due was not previously made, and that an undertaking is filed with the proper fiscal officer or officers in such amount and with such sureties as a justice of the supreme court shall approve to the effect that if such proceeding be dismissed or the tax confirmed, the petitioner will pay all costs and charges which may accrue in the prosecution of such proceeding.

(8) Except in the case of a willfully false or fraudulent return with intent to evade the tax, no assessment of additional tax shall be made after the expiration of more than two years from the date of the filing of a return, provided, however, that where no return has been filed as provided by law the tax may be assessed at any time.

(9) All revenues resulting from the imposition of the tax under the local laws shall be paid into the treasury of the city of Mount Vernon and shall be credited to and deposited in the general fund of the city. Such revenues shall be retained to defer the expense of the city in administering the tax pursuant to this section and the balance of such revenues shall be used within the city of Mount Vernon as so determined by the city of Mount Vernon city council.

(10) If any provision of this section or the application thereof to any person or circumstance shall be held invalid, the remainder of this section and the application of such provision to other persons or circumstances shall not be affected thereby.

(11) Each enactment of such local law may provide for the imposition of a hotel or motel tax for a period of time no longer than two years from the effective date of its enactment. Nothing in this section shall prohibit the adoption and enactment of local laws, pursuant to the provisions of this section, upon the expiration of any other local law adopted pursuant to this section.

§ 2. This act shall take effect immediately and shall apply to contracts entered into on or after such date; provided, however, that the provisions of this act shall expire and be deemed repealed December 31, 2028.

EXPLANATION:

Matter in italics (underscoring) is new;

Matter in brackets [] is old law to be omitted
LBD10934-02-5
A-7341--B



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1396

Agenda Date: 5/28/2025

Agenda #: 16.

City Council:

AN ORDINANCE AUTHORIZING THE YOUTH BUREAU TO HOST THE 5TH ANNUAL “LET YOUR COLORS SHINE” PRIDE DAY EVENT ON JUNE 5, 2025, AND RELATED ACTIONS

Whereas, in a letter dated May 15, 2025, the Deputy Director of the Youth Bureau formally requested authorization to host the 5th Annual “LET YOUR COLORS SHINE” Pride Day event on Thursday, June 5, 2025, from 3:30 p.m. to 6:30 p.m. at City Hall Plaza. In inclement weather, the event shall be held at the Doles Center, located at 250 South 6th Avenue, Mount Vernon, NY 10550; and

Whereas, the City of Mount Vernon recognizes the importance of fostering inclusivity, diversity, and awareness within the community, particularly in support of the LGBTQIA+ population; and

Whereas, the Youth Bureau of the City of Mount Vernon seeks to host the 5th Annual “LET YOUR COLORS SHINE” Pride Day event to celebrate, empower, and connect youth and families to vital community resources; and

Whereas, this event will take place on Thursday, June 5, 2025, at City Hall Plaza from 3:30 PM to 6:30 PM and will serve as a public platform for awareness, education, and celebration of LGBTQIA+ youth and community; and

Whereas, in the event of inclement weather, the rain location will be the Doles Center, located at 250 South 6th Avenue, Mount Vernon, NY 10550; and

Whereas, the event is made possible through a partnership with Recreation, OEM, MVPD, MVFD, SNUG, WJCS, Fidelis, The Loft, and Dr. Gloria Pope; and

Whereas, the Youth Bureau requests authorization to accept a \$100.00 donation from the International Law Enforcement Officers Association to support the event; and

Whereas, the Youth Bureau further requests authorization to raise the Pride flag, provided by the Youth Bureau, at City Hall on June 2, 2025, and to have it lowered and returned to the Youth Bureau on July 1, 2025; and

Whereas, approximately 200 attendees are expected, and it is requested that four (4) Auxiliary Police Officers and two (2) to four (4) officers from the Mount Vernon Police Department be present to ensure the safety and well-being of all participants; and

Whereas, expenses associated with the event shall not exceed \$600.00 and shall be allocated

from budget code A7312.401; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Host Event. The Mount Vernon Youth Bureau is hereby authorized to host the 5th Annual “LET YOUR COLORS SHINE” Pride Day event on Thursday, June 5, 2025, from 3:30 p.m. to 6:30 p.m. at City Hall Plaza. In inclement weather, the event shall be held at the Doles Center, located at 250 South 6th Avenue, Mount Vernon, NY 10550.

Section 2. Partnership and Community Engagement. The event shall be conducted in partnership with the Mount Vernon Recreation Department, OEM, Mount Vernon Police Department (MVPD), Mount Vernon Fire Department (MVFD), SNUG, WJCS, Fidelis, The Loft, and Dr. Gloria Pope.

Section 3. Acceptance of Donation. The Youth Bureau is authorized to accept a \$100.00 donation from the International Law Enforcement Officers Association to support the “LET YOUR COLORS SHINE” event.

Section 4. Pride Flag Raising. Authorization is granted for the Pride flag to be raised at Mount Vernon City Hall on June 2, 2025, and to be lowered and returned to the Youth Bureau on July 1, 2025.

Section 5. Public Safety Support. The City authorizes the presence of four (4) Auxiliary Police Officers and two (2) to four (4) MVPD officers for security and public safety during the event.

Section 6. Budget Allocation. Funding for this event shall not exceed \$600.00 and shall be expended from budget code A7312.401.

Section 7. 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/ mv youthbureau

DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

May 15, 2025

Honorable Members of the City Council

Through the Office of the Mayor
City Hall – Roosevelt Square
Mount Vernon, New York 10550

Dear Honorable Members of City Council:

This letter comes to respectfully request that City Council enact legislation that will authorize the Youth Bureau to host the 5th Annual “**LET YOUR COLORS SHINE**” Pride Day event, on Thursday, June 5, 2025, at City Hall Plaza from 3:30pm -6:30pm. This community event is in partnership with Recreation, OEM, MVPD, MVFD, SNUG, WJCS, Fidelis, The Loft and Dr. Gloria Pope. In the event of inclement weather, the rain location will be the Doles Center, located at 250 South 6th Ave. Mt. Vernon, NY 10550.

The Youth Bureau also requests authorization to accept a donation from The International Law Enforcement Officers Association in the amount of \$100.00. To have the Pride flag (provided by the Youth Bureau) raised on June 2, 2025, and lowered and returned to the Youth Bureau on July 1, 2025. And lastly, the presents of four (4) Auxiliary Police Officers and two (2) to four (4) MVPD for the safety of the participants. The expectation is to have approximately 200 students, parents, partners, and community members in attendance.

The purpose of the event is to increase awareness of the Youth Bureau and other CBO offerings, as well as disseminate community resources which include providing exposure of programs that serve youth in the LGBTQIA+ community.

Funds for this event are to be accounted for in the budget code A7312.401 and will not exceed \$600.00. Please feel free to contact me directly on (914) 665-2393, should you have any questions.

Sincerely,

Dena T. Williams
Deputy Director

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



THE CITY OF MOUNT VERNON YOUTH BUREAU PRESENTS

LET YOUR COLORS SHINE

PRIDE CELEBRATION

THURSDAY, JUNE 5TH, 2025
3:30 PM - 6:30 PM

CITY HALL PLAZA
1 ROOSEVELT SQ. MOUNT VERNON, NY 10550

RAIN LOCATION (SAME DATE): DOLES CENTER, 250 SO. 6TH AVE, MOUNT VERNON, NY 10550

RUNWAY SHOW • LIGHT REFRESHMENTS • MUSIC

FOR MORE INFORMATION OR TO REGISTER CONTACT
DENA T. WILLIAMS AT (914) 665 - 2393 OR DWILLIAMS@MOUNTVERNONNY.GOV



120

@MOUNTVERNONNYB



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 -1417

Agenda Date: 5/28/2025

Agenda #: 17.

City Council:

**AN ORDINANCE AUTHORIZING THE MAYOR
TO ENTER INTO A SERVICE AGREEMENT WITH
WESTCHESTER COUNTY, THE WESTCHESTER
COUNTY BOARD OF LEGISLATORS, AND THE
WESTCHESTER COUNTY YOUTH BUREAU FOR
FUNDING OF THE SEXUAL RISK AVOIDANCE
EDUCATION PROGRAM (S.R.A.E.P.)**

Whereas, in a letter dated May 20, 2025, the Executive Director of the Youth Bureau formally requested authorization for the Mayor of the City of Mount Vernon to enter into a service agreement with Westchester County, the Westchester County Board of Legislators, and the Westchester County Youth Bureau to receive grant funds for \$32,602 for the Sexual Risk Avoidance Education Program (S.R.A.E.P.) from May 15, 2025, through December 31, 2025; and

Whereas, the City of Mount Vernon is committed to promoting the health, welfare, and development of its youth through supportive services and developmental programming; and

Whereas, the Mount Vernon Youth Bureau serves as the City's youth services agency, dedicated to the delivery of positive youth development programs; and

Whereas, Westchester County, through its Board of Legislators and Youth Bureau, has offered funding in the amount of Thirty-Two Thousand Six Hundred Two Dollars (\$32,602) for the operation of the Sexual Risk Avoidance Education Program (S.R.A.E.P.) to be implemented by the Mount Vernon Youth Bureau from May 15, 2025, through December 31, 2025; and

Whereas, funding for the S.R.A.E.P. is provided through the New York State Office of Children and Family Services (NYSOCFS) and is a reimbursable grant that requires no matching funds from the City; and

Whereas, the S.R.A.E.P. aims to promote healthy choices among youth through a positive youth development framework by supporting teen pregnancy prevention and enhancing work readiness skills; and

Whereas, program expenses will be accounted for under revenue code A3820.3 and appropriated in budget codes A7338.101 (Salaries), A7338.803 (FICA), and A7338.458 (Miscellaneous), which includes consumables, stipends, and supplies; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Enter Agreement. The City Council hereby authorizes the Mayor of the City of Mount Vernon to enter into a service agreement with Westchester County, the

Westchester County Board of Legislators, and the Westchester County Youth Bureau to receive grant funds for \$32,602 for the Sexual Risk Avoidance Education Program (S.R.A.E.P.) from May 15, 2025, through December 31, 2025.

Section 2. Purpose and Use of Funds. The grant funds shall be used exclusively to support the operations of the S.R.A.E.P., which is designed to:

- Promote healthy decision-making among youth,
- Provide education and support for teen pregnancy prevention,
- Deliver job readiness and work preparation training.

All expenditures shall be in accordance with the budget codes:

- A7338.101 - Salaries,
- A7338.803 - FICA,
- A7338.458 - Miscellaneous (including consumables, stipends, and supplies).

Section 3. Revenue and Appropriation Accounting. All funds received under this grant shall be recorded under Revenue Code A3820.3. Expenditures shall be properly appropriated in the City budget as identified above and following all applicable fiscal and audit requirements.

Section 4. Reimbursement and Matching Funds. This grant is fully reimbursable and does not require any matching funds from the City of Mount Vernon.

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



Kenneth W. Jenkins
County Executive

Westchester County Youth Bureau

Ernest L. McFadden
Executive Director

May 9, 2025

Debbie Burrell-Butler
Executive Director
Mount Vernon Youth Bureau
1 Roosevelt Square
Mount Vernon, New York 10550

Dear Ms. Burrell-Butler,

We are pleased to inform you that your agency is eligible for reimbursement for the implementation of the Sexual Risk Avoidance Education Program for the anticipated period of May 15, 2025, through December 31, 2025, in an amount not to exceed \$32,602. This opportunity is made possible through funding from the New York State Office of Children and Family Services and is administered by the Westchester County Youth Bureau.

This funding is subject to the review and approval of your agency's program application and budget, and to the execution of an agreement authorized by the Westchester County Board of Legislators. Your agency will receive a summary of program expectations, reporting requirements and deadlines, and insurance documentation requirements. To assist with the contract process, we strongly encourage your agency to register with the County's Vendor Portal. The first step involves using the Vendor Document Repository Module to upload and save scanned images of required documents. You can access the portal here: <http://business.westchestergov.com/vendor-portal>

Please note that the Agreement that your organization is required to enter into with Westchester County shall contain a provision that the County shall retain the right, upon the occurrence of any release by the Governor of a proposed budget of the State of New York and/or the adoption of the State budget or any amendments thereto, and after the County has a reasonable period of time to conduct an analysis of the impacts of such budget(s) on County finances, to terminate the Agreements authorized herein or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the contract agencies, then the contract agencies shall have the right to terminate their respective Agreements upon reasonable prior written notice.

The Westchester County Youth Bureau program administrator for this program is Chandreyee Mitra. For any questions, please contact her at 914-995-2754 or via email at cxme@westchestercountyny.gov.

Sincerely,

 A handwritten signature in black ink, appearing to read "Ernest L. McFadden", written over a horizontal line.

Ernest L. McFadden
Executive Director

112 East Post Road, 3rd Floor.
White Plains, New York 10601

westchestercountyny.gov/youthbureau

Telephone: (914) 995-2745
Fax: (914) 995-3871



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

May 20, 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 and the Mount Vernon Youth Bureau (youth services agency) to enter into a service agreement with the Westchester County, Westchester County Board of Legislators, and the Westchester County Youth Bureau in the amount of **\$32,602** from **May 15, 2025, through December 31, 2025**. The Youth Bureau will start its session in October and conclude the program in December 2025.

Funding for the **Sexual Risk Avoidance Education Program (S.R.A.E.P)** is from the NYSOCFS. The SRAEP aims for the following: Promoting healthy choices and lifestyle among youth through a program based on positive youth development framework focusing on **1. Teen Pregnancy Prevention Supports** - by providing information regarding supportive relationships, adolescent sexuality education, or pregnancy prevention. **2. Work Readiness Supports** - by developing youth's capacity to move toward employment. This includes but is not limited to assisting youth gaining transferrable skills, increasing their soft skills by providing them with job readiness training. Youth will learn and understand employers and workplace expectations, develop positive work habits, and understanding behaviors, attitudes, and skills necessary to compete in the labor market.

Funds for this program are to be accounted for in revenue code A3820.3 for appropriations in budget code A7338.101 (Salaries), A7338.803 (FICA), and A7338.458 (Misc.-which includes consumables, stipends, and supplies). This is a reimbursable grant and does not require any matching funds. Should you require further information, please feel free to contact me at (914) 665-2344 or by email at Dburrell@cmvny.com.

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Award Letter

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



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 -1381

Agenda Date: 5/28/2025

Agenda #: 18.

City Council:

AN ORDINANCE AUTHORIZING TWO (2) MEMBERS OF SERVICE TO ATTEND THE REID TECHNIQUE OF INVESTIGATIVE INTERVIEWING AND ADVANCED INTERROGATION TECHNIQUES COURSE

Whereas, in a letter dated May 12, 2025, the Commissioner of the Department of Public Safety formally requested the authorization for two (2) Members of Service from the Mount Vernon Police Department to attend the REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course, to be held at the Westchester County Police Academy, Valhalla, NY, from December 1 through December 4, 2025; and

Whereas, the City of Mount Vernon recognizes the importance of continued professional development and specialized training for its law enforcement personnel; and

Whereas, two Members of Service have recently been assigned to the Detective Division and have demonstrated exceptional commitment and adaptability in fulfilling their new duties; and

Whereas, the REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course, scheduled to be held at the Westchester County Police Academy, located at 2 Dana Road, Valhalla, NY 10595, from December 1, 2025, through December 4, 2025, offers critical instruction in investigative interviewing, behavioral analysis, and interrogation strategies; and

Whereas, the course aligns with recommendations made during the most recent Department of Justice investigation, which highlighted the need for ongoing training and skill development for law enforcement personnel; and

Whereas, the total cost for the training shall not exceed One Thousand Two Hundred Sixty Dollars and Zero Cents (\$1,260.00), to be charged to Budget Line A3120.451 (Training), and

Whereas, the use of a Department vehicle for transportation to and from the training location is necessary to facilitate attendance; **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 Training. The City Council hereby authorizes two (2) Members of Service from the Mount Vernon Police Department to attend the REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course, to be held at the Westchester County Police Academy, Valhalla, NY, from December 1 through December 4, 2025.

Section 2. Training Expense Approval. The total cost for the training, not to exceed One Thousand Two Hundred Sixty Dollars and Zero Cents (\$1,260.00), shall be paid from Budget Line A3120.451 (Training).

Section 3. Vehicle Use Authorization. The aforementioned Members of Service are hereby authorized to utilize a Department vehicle for transportation to and from the training site for the duration of the course.

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



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

May 12, 2025

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

**Subject: Training – Two (2) Officers to attend REID Technique of Investigative
Interviewing and Advanced Interrogation Techniques Course**

Dear Honorable Council Members,

This letter respectfully requests that legislation be enacted to authorize two (2) Members of Service to attend the ***REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course***, scheduled to be held at the **Westchester County Police Academy**, located at **2 Dana Road, Valhalla, NY 10595**, from **December 1, 2025, through December 4, 2025**.

Both Members of Service have been newly assigned to the Detective Division and have shown commendable dedication in adjusting to their new responsibilities. Participation in this course will enhance their investigative capabilities by providing essential skills in interviewing techniques, behavioral analysis, and interrogation strategies.


Considering recommendations issued during the most recent Department of Justice investigation, which emphasized the importance of continued professional development and specialized training, we respectfully request approval for these Members of Service to attend this course.

The total cost for the training will not exceed \$1,260.00 and will be funded through budget line **A3120.451 (Training)**. Additionally, both Members of Service will require authorization to utilize a Department vehicle for travel to and from the training site.

Cc: Mayor
Comptroller
Law Department

Should this request meet with the approval of Your Honorable Body, we respectfully ask that the necessary legislation be enacted.

Sincerely,

A handwritten signature in dark ink, appearing to read "David Gibson". The signature is fluid and cursive, with the first name "David" being more prominent than the last name "Gibson".

David Gibson
Commissioner of Public Safety



MOUNT VERNON
NEW YORK
POLICE DEPARTMENT
TRAINING AND PERSONNEL

TRAINING REQUEST SIGNATURE COVERSHEET

TRAINING / COURSE NAME:

*REID Technique of Investigative Interviewing
& Advanced Interrogation Techniques Course*

DATE(S):

Dec. 1st - Dec 4th, 2025

LOCATION:

WCPA

LEGISLATION REQUIRED:

(CIRCLE ONE)

YES / NO

REGISTRATION REQUIRED:

(CIRCLE ONE)

YES / NO

(By signing below, you authorize and approve this training within your capacity to do so and move on to the next step until final authorization from the Commissioner.)

DIVISION CO/XO SIGNATURE:

LT [Signature] #14

TRAINING SERGEANT'S SIGNATURE:

[Signature] #1 05.06.2025

TRAINING AND PERSONNEL DIVISION CO/XO:

[Signature]

CHIEF'S SIGNATURE:

Chief [Signature]

COMMISSIONER'S SIGNATURE:

[Signature] 5/6/25

LEGISLATION:

(CIRCLE ONE)

PASSED / DENIED

REGISTRATION COMPLETE:

(CIRCLE ONE)

YES / NO

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'



MOUNT VERNON NEW YORK POLICE DEPARTMENT

TRAINING AND PERSONNEL

DATE: May 6, 2025

TO: The Office of the Commissioner

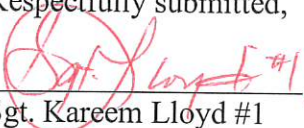
FROM: Sergeant Kareem Lloyd #1

SUBJECT: Training Request for The REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course

Lieutenant McKennie makes the following request to send POI Kyren Braunskill and POI Gabriel Saladini to the upcoming REID Technique of Investigative Interviewing and Advanced Interrogation Techniques Course. This is a four-day training course, beginning on Monday, December 1st to Thursday, December 4th of 2025, from 0745 to 1500 hours. It will be held at the Westchester County Police Academy, located at 2 Dana Road, Valhalla, NY 10595. Both MOS are newly assigned to the Detective Division and have been working diligently to get acclimated to their new responsibilities. This training will assist them both with interviewing strategies, adaptability to interviewee behaviors and help develop their investigative skills.

The course is local, and the cost is \$630.00 per attendee, totaling \$1,260.00 for both MOS. Legislation is required; and although this training is dated for the end of the year, registration should be done immediately to guarantee each MOS a seat in the course. Thank you for your consideration and support in **training the department up!**

Respectfully submitted,


Sgt. Kareem Lloyd #1
Training Sergeant

05-06-2025

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'

MV - 5 - OFFICERS REPORT

DATE 03/19/2025	CONTROL # 6619	OFFICER NAME Braunskill #2069	RANK POI	TOUR 4-12	POST DD
COMMISSIONER DEPUTY COMMISSIONER CHIEF OF POLICE SUPPORT SERVICES DIVISION TRAFFIC UNIT PATROL DIVISION TASK FORCE DETECTIVE DIVISION X NARCOTICS UNIT CRIMINAL IDENTIFICATION UNIT YOUTH UNIT TRAINING UNIT: OTHER:					

RE: Training Request

I POI. Braunskill #2069 have been a member of the Mount Vernon Police Department since December 28th, 2022. On November 1st, 2024 I was assigned to the General Investigations Unit, within the Detective Division. I am writing this MV-5 requesting to participate in the following training: The Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques. Said training will be held at Westchester County Police Academy (2 Dana Rd Valhalla, NY 10595). Training is priced at \$630.00 and will be held December 1st, 2025, to December 4th, 2025 from 0800 hours to 1500 hours. This training will assist the undersigned with effective interviewing strategies, adaptability to interviewee behaviors and enhancing investigative expertise.

Respectfully submitted,

[Signature] #2069

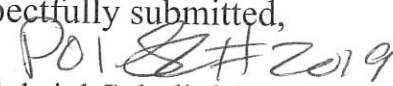
[Handwritten in red: Lt. [Signature] #14 04/01/25]

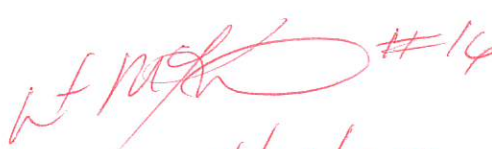
MV - 5 - OFFICERS REPORT

DATE 03/19/2025	CONTROL # 6295	OFFICER NAME Saladini #2019	RANK PO	TOUR 4-12	POST DB
<div style="display: flex; justify-content: space-between; padding: 5px;"> COMMISSIONER DEPUTY COMMISSIONER CHIEF OF POLICE SUPPORT SERVICES DIVISION </div> <div style="display: flex; justify-content: space-between; padding: 5px;"> TRAFFIC UNIT PATROL DIVISION TASK FORCE DETECTIVE DIVISION x NARCOTICS UNIT </div> <div style="display: flex; justify-content: space-between; padding: 5px;"> CRIMINAL IDENTIFICATION UNIT YOUTH UNIT TRAINING UNIT OTHER: </div>					

RE: Request for Training

I, PO Gabriel Saladini #2019 am completing this MV-5 to attend the "Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques" course. My date of hire is December 27th, 2021 and I am currently assigned to the Detective Division. I was assigned to the Detective Division on November 1st, 2024 and since then, I have investigated a multitude of cases which include attempted murder, simple and felony assaults, and various property crimes. During my investigations, I have interviewed multiple suspects which have led to the arrest and closing of the case. This is a regular part of each investigation, and I believe that the techniques and the information taught in this course would allow me to better perform my duties. I would also be able to pass along what I have learned to my fellow colleagues, greatly benefiting the department in the long term. During my time in the department, I have only attended the "Unified Response Team" course which allows me to aid any department requesting assistance during times of civil unrest such as riots.

Respectfully submitted,

 PO Gabriel Saladini #2019

 #14
 04/01/25

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 [Resources](#) ▾
 [YouTube](#) ▾
 [Testimonials](#) ▾
 [Store](#)
[Login](#)

4-Day Program

The Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques

Monday Dec 1st, 2025 • Valhalla, NY

Description

This 4-day program is our most comprehensive program on the Reid Technique. We have integrated all of our material from our standard three day program and our one day advanced program into a single presentation to give participants a complete presentation of the Reid Technique in a single seminar. The participant will receive 24 hours of Continuing Professional Education credits.

[Full description →](#)
[Register for this program](#)

Supported browsers: Chrome, Firefox, Safari & Edge

Program Information

Event times and contact information.

Dates Dec 1st - Dec 4th, '25

Location Westchester County Police Academy
2 Dana Road

Valhalla, NY 10595

Fees

Attendees

Price

1	\$630.00
1 with GSA Discount (Federal Employees Only)	\$480.00
1 with RPGA Discount (RPGA number required)	\$580.00

Registration 7:45am - 8:00am

Daily Hours 8:00am-3:00pm

POST Information:

New York POST does not evaluate or approve vendor training programs. Check with your local training coordinator for specifics if this course qualifies for continuing education credit.

All POST Information for New York →

Coordinator Julie Rock
Info jrock@reid.com
855-479-3959

Sponsored by:

**Westchester County Police
Academy**

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question?

Get
support

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123 W. Madison Street, Suite 900 Chicago, IL 60602 | 312-583-0700



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 -1382

Agenda Date: 5/28/2025

Agenda #: 19.

City Council:

AN ORDINANCE AUTHORIZING THREE (3) MEMBERS OF SERVICE TO ATTEND THE FBI BASIC POLICE SNIPER SCHOOL TRAINING PROGRAM

Whereas, by letter dated February 4, 2025, the Commissioner of the Department of Public Safety has requested legislation authorizing three (3) Members of Service of the City of Mount Vernon Police Department are hereby authorized to attend the FBI Basic Police Sniper School scheduled for October 20-24, 2025, at Fort Dix, New Jersey; and

Whereas, the City of Mount Vernon recognizes the need for continued professional development and tactical training for its Members of Service in order to maintain the highest standards of public safety and law enforcement preparedness; and

Whereas, the FBI Basic Police Sniper School, scheduled to take place from October 20, 2025, through October 24, 2025, at Fort Dix, New Jersey, offers a five-day course in operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics, range estimation, and observation and reporting techniques; and

Whereas, the participation of Members of Service in this specialized training program is in direct response to the recommendations outlined in the most recent United States Department of Justice investigation to improve departmental readiness and compliance; and

Whereas, there is no registration or tuition cost associated with the training program, and the City will incur no direct expenses other than the use of a Department vehicle and necessary equipment for the duration of the course; and

Whereas, the training is expected to significantly enhance the operational capabilities of the Police Department and contribute to the professional development of its personnel; **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 Training. Three (3) Members of Service of the City of Mount Vernon Police Department are hereby authorized to attend the FBI Basic Police Sniper School scheduled for October 20-24, 2025, at Fort Dix, New Jersey.

Section 2. Use of City Vehicle and Equipment. The aforementioned Members of Service are hereby granted permission to utilize a Department-issued vehicle for transportation to and from the training location and are authorized to access and use any necessary departmental equipment required for participation in the course.

Section 3. No Cost to the City. There shall be no cost to the City of Mount Vernon for

participation in this training program. All expenses shall be limited to the use of City-owned resources, including the Department's vehicle and equipment.

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



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

May 12, 2025

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

Subject: Training: FBI Basic Police Sniper School

Dear Honorable Council Members,

This letter respectfully requests the enactment of legislation authorizing **three (3) Members of Service** to attend the upcoming **FBI Basic Police Sniper School**, scheduled to take place from **October 20, 2025, through October 24, 2025, at Fort Dix, New Jersey.**

This five-day course will provide essential instruction in operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics, range estimation, and observation and reporting techniques.

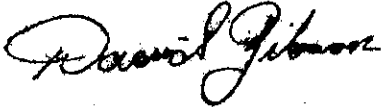
In response to the findings from the most recent Department of Justice investigation, it was recommended that certain training requirements be met to enhance departmental readiness and compliance. Participation in this specialized training will directly support those recommendations and improve the operational capabilities of the attending Members of Service.

There is no cost associated with this training. However, the three Members of Service will require authorization to utilize a Department vehicle for transportation to and from the training site and will also need access to departmental equipment during the course.

Cc: Mayor
Comptroller
Law Department

Should this request meet with the approval of Your Honorable Body, we respectfully ask that the necessary legislation be enacted to authorize attendance.

Sincerely,

A handwritten signature in cursive script, appearing to read "David Gibson".

David Gibson
Commissioner of Public Safety



MOUNT VERNON
NEW YORK
POLICE DEPARTMENT
TRAINING AND PERSONNEL

TRAINING REQUEST SIGNATURE COVERSHEET

TRAINING / COURSE NAME: FBI Basic Police Sniper School

DATE(S): October 20th-24th, 2025

LOCATION: Fort Dix, NJ

LEGISLATION REQUIRED: (CIRCLE ONE) YES / NO Distance/vehicle (Free)

REGISTRATION REQUIRED: (CIRCLE ONE) YES / NO

(By signing below, you authorize and approve this training within your capacity to do so and move on to the next step until final authorization from the Commissioner.)

DIVISION COMMANDING OFFICER'S SIGNATURE: [Signature]

TRAINING SERGEANT'S SIGNATURE: [Signature]

TRAINING AND PERSONNEL DIVISION CO/XO: [Signature]

CHIEF'S SIGNATURE: [Signature]

COMMISSIONER'S SIGNATURE: [Signature]

LEGISLATION: (CIRCLE ONE) PASSED / DENIED

REGISTRATION COMPLETE: (CIRCLE ONE) YES / NO

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'



MOUNT VERNON NEW YORK POLICE DEPARTMENT

TRAINING AND PERSONNEL

DATE: May 6, 2025

TO: The Office of the Commissioner

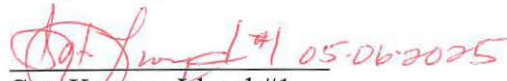
FROM: Sergeant Kareem Lloyd #1

SUBJECT: Training Request for FBI Basic Police Sniper School (updated)

The following request is made by Lieutenant McPartland to send PO Jacob Camacho and PO David Culbert to the upcoming Basic Police Sniper School hosted by the Federal Bureau of Investigations (FBI). This U.S. Department of Justice course will be held in Fort Dix, NJ on October 20th through 24th of 2025. This five-day course will cover operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics, range estimation, observation and reporting. This training is requested to fill the void of department snipers.

This training is free; however, legislation is required for the vehicle and distant commute. The attendees will also require departmental equipment for this training. Registration is necessary and should be done immediately to ensure the highest chance of securing seats. Thank you for your consideration and support in **training the department up!**

Respectfully submitted,


Sgt. Kareem Lloyd #1
Training Sergeant

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'



MOUNT VERNON NEW YORK POLICE DEPARTMENT

TRAINING AND PERSONNEL

DATE: April 18, 2025

TO: The Office of the Commissioner

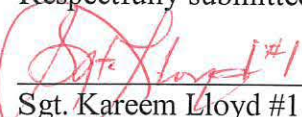
FROM: Sergeant Kareem Lloyd #1

SUBJECT: Training Request for FBI Basic Police Sniper School

The following request is made by Lieutenant McPartland to send Sergeant Charles Rizzo and PO David Culbert to the upcoming Basic Police Sniper School hosted by the Federal Bureau of Investigations (FBI). This U.S. Department of Justice course will be held in Fort Dix, NJ on October 20th through 24th of 2025. This five-day course will cover operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics, range estimation, observation and reporting. This training is requested to fill the void of department snipers.

This training is free; however, legislation is required for the vehicle and distant commute. The attendees will also require departmental equipment for this training. Registration is necessary and should be done immediately to ensure the highest chance of securing seats. Thank you for your consideration and support in **training the department up!**

Respectfully submitted,


Sgt. Kareem Lloyd #1
Training Sergeant

04-18-2025

*Original request.
Updated to include Camacho & remove Rizzo. 5/6/25
Still need Camacho's MVS.*

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'



MV - 5 - OFFICERS REPORT



DATE 05/06/2025	CONTROL # 2180	OFFICER NAME Camacho, Jacob	RANK PO	TOUR 1	POST ESU
<input type="checkbox"/> COMMISSIONER <input type="checkbox"/> DEPUTY COMMISSIONER <input type="checkbox"/> CHIEF OF POLICE <input type="checkbox"/> SUPPORT SERVICES DIVISION					
<input type="checkbox"/> TRAFFIC UNIT <input checked="" type="checkbox"/> PATROL DIVISION <input type="checkbox"/> TASK FORCE <input type="checkbox"/> DETECTIVE DIVISION <input type="checkbox"/> NARCOTICS UNIT					
<input type="checkbox"/> CRIMINAL IDENTIFICATION UNIT <input type="checkbox"/> YOUTH UNIT <input checked="" type="checkbox"/> TRAINING UNIT <input type="checkbox"/> OTHER:					

RE: FBI BASIC POLICE SNIPER SCHOOL

The undersigned respectfully requests to be considered to participate in the FBI Basic Police Sniper School held from October 20, 2025, to October 24, 2025, which will be held in Fort Dix, New Jersey. The training is free of cost. Topics included in said training consist of operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, basic ballistics, range estimation, in addition to other related subject matter.

The undersigned has been a member of the Emergency Service Unit for about 1 year and 11 months. The unit is in need for another sniper, only currently having 2 of the 4 necessary for the unit. The undersigned believes this training will be beneficial to aid the department and also the city of Mount Vernon in keeping it and its residents safe during high profile events that take place within the city.

Respectfully Submitted,
PO Camacho 2180

MV - 5 - OFFICERS REPORT

DATE 3/4/25	ID # 4010	OFFICER NAME CULBERT, DAVID	RANK PO	TOUR 0700X1500	POST ESU
<div style="display: flex; justify-content: space-between; padding: 2px;"> COMMISSIONER DEPUTY COMMISSIONER CHIEF OF POLICE SUPPORT SERVICES DIVISION </div> <div style="display: flex; justify-content: space-between; padding: 2px;"> TRAFFIC UNIT PATROL DIVISION TASK FORCE DETECTIVE DIVISION NARCOTICS UNIT </div> <div style="display: flex; justify-content: space-between; padding: 2px;"> CRIMINAL IDENTIFICATION UNIT YOUTH UNIT TRAINING UNIT OTHER: </div>					

RE: FBI BASIC POLICE SNIPER SCHOOL

The undersigned officer respectfully requests to attend the FBI Basic Sniper school from October 20, 2025 to October 24, 2025 which will be held at Fort Dix, NJ. The course is free of cost. Topics covered in this course will include operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics , range estimation, observation & reporting, in addition to other related subject matter.

As per the Emergency Service Unit policy , the unit is required to have four (4) trained snipers , two teams (shooter and spotter). As of February 13,2025 , the unit currently has two (2) trained snipers .

Due to the high demand of this course , immediate approval will be necessary for attendance .

APPROVED
 [Signature]
 3/6/25 @ 0912

[Signature]

Respectfully Submitted By,
PO DAVID CULBERT # 2020

PO Cul #2020



U.S. Department of Justice

Federal Bureau of Investigation

In Reply, Please Refer to
File No.

FBI / FTU
Richmond Range Complex 7-10
345 NY-293 Bldg 1440
West Point, NY 10996
845-446-2030
February 7, 2025

To my colleagues in law enforcement,

Enclosed are the details of the Federal Bureau of Investigation's (FBI) Police Schools for Calendar Year 2025. We will be conducting classes for the following schools:

FIREARMS INSTRUCTOR SCHOOL 25-1
(WEST POINT, NY) (8 DAY SCHOOL)

MAY 6 - 16, 2025

CARBINE INSTRUCTOR SCHOOL 25-1
(LONG ISLAND, NY) (5 DAY SCHOOL)

AUGUST 4 - 8, 2025

CLOSE QUARTER BATTLE (COB) 25-1
(HAWTHORNE, NY) (3 DAY SCHOOL)

OCTOBER 7 - 9, 2025

OFFICER SURVIVAL SCHOOL 25-1
(WEST POINT, NY) (5 DAY SCHOOL)

OCTOBER 20 - 24, 2025

BASIC POLICE SNIPER SCHOOL 25-1
(FORT DIX, NJ) (5 DAY SCHOOL)

OCTOBER 20 - 24, 2025

The FBI is pleased to offer these specialized schools at no cost. Training of this type will both greatly enhance the capabilities of the individual officer and add to the overall professionalism of your department.

You are invited to nominate only full time police officers from your department to attend any of these specialized schools. Attached to this letter you will find detailed information sheets for each course, our individual course requirements as well as the course applications.

BASIC POLICE SNIPER SCHOOL

This five (5) day school, held at Ft. Dix, NJ, is an entry level course designed to introduce the basic concepts and applications of an operational law enforcement observer/sniper (O/S).

Topics include operational responsibilities, weapon nomenclature and maintenance, rifle marksmanship, use of a data book, basic ballistics, range estimation, observation & reporting, in addition to other related subject matter.

The officer will be required to bring a .308 Win. bolt action rifle, with a tactical scope, capable of shooting one minute of angle at 100 yards. In addition, extensive operational gear and equipment, delineated in an acceptance letter, will be required.

Successful completion of the school requires full attendance, shooting a qualifying score, and passing a written exam.

All applications will be reviewed and ranked by NYO-FTU staff. Consideration will be made based on several factors to include an applicant's sniper/tactical experience, personal physical fitness standards reported in the attached application and your department's need. If your agency submits more than one applicant, please inform us of your ranking preference of the officers.

BASIC POLICE SNIPER SCHOOL 25-1 APPLICATION DEADLINE:

SEPTEMBER 19, 2025

(PLEASE PRINT OR TYPE ALL INFORMATION)

OFFICER'S

NAME/RANK: PO Jacob Camacho #2180

SOCIAL SECURITY NUMBER:

DEPARTMENT: Mt. Vernon Police Dept

DEPARTMENT E-MAIL ADDRESS: jcamacho@pd.ci.mount-vernon.ny.us

OFFICER'S PERSONAL E-MAIL ADDRESS:

DEPARTMENT ADDRESS: 2 Roosevelt Sq, Mt Vernon, NY 10550

DEPARTMENT TELEPHONE: 914-665-2500

OFFICER'S CELL NUMBER:

APPLICATION FOR: (CHECK ONLY ONE)

FIREARMS INSTRUCTOR SCHOOL (FIS) 25-1

(HELD AT WEST POINT, NY) (8 DAY SCHOOL) (MAY 6 – MAY 16, 2025) _____

CARBINE INSTRUCTOR SCHOOL 25-1

(HELD AT LONG ISLAND, NY) (5 DAY SCHOOL) (AUGUST 4 – AUGUST 8, 2025) _____

CLOSE QUARTER BATTLE (CQB) 25-1

(HELD AT HAWTHORNE, NY) (3 DAY SCHOOL) (OCTOBER 7 – OCTOBER 9, 2025) _____

OFFICER SURVIVAL SCHOOL 25-1

(HELD AT WEST POINT, NY) (5 DAY SCHOOL) (OCTOBER 20 – OCTOBER 24, 2025) _____

BASIC POLICE SNIPER SCHOOL 25-1

(HELD AT FORT DIX, NJ) (5 DAY SCHOOL) (OCTOBER 20 – OCTOBER 24, 2025) X

(Rev. 02/07/2025)

DEPARTMENT INFORMATION

1. DEPARTMENT IS LOCATED IN WHAT COUNTY? Westchester
2. SIZE OF DEPARTMENT
(SWORN FULL TIME POLICE OFFICERS) 185
3. NUMBER OF STATE CERTIFIED FIREARMS
INSTRUCTORS IN YOUR DEPARTMENT? 8
4. NUMBER OF STATE CERTIFIED DEFENSIVE
TACTICS INSTRUCTORS IN YOUR DEPARTMENT? 5
5. DOES YOUR DEPARTMENT HAVE A FULL TIME
TRAINING STAFF? YES X NO
6. WHAT IS YOUR ISSUED
DEPARTMENT WEAPON: MAKE: Glock MODEL 17
CALIBER: 9mm
7. ****SNIPERS****
ISSUED SNIPER RIFLE
MAKE: Remington MODEL: 700 CALIBER: .308

ISSUED SNIPER SCOPE
MAKE: Leupold MODEL: Mark 4 MOA/MRAD: 10x40

NOMINATING OFFICIAL: (APPLICANT'S CHIEF OR TRAINING OFFICER)

RANK/TITLE

TELEPHONE #

NAME (PRINT OR TYPE)

SIGNATURE

**APPLICATION WILL NOT BE ACCEPTED WITHOUT NOMINATING OFFICIAL'S
SIGNATURE AND ALL QUESTIONS ANSWERED.
SUBMIT APPLICATION to NY-FTU@FBI.GOV**

(PLEASE PRINT OR TYPE ALL INFORMATION)

OFFICER'S NAME/RANK: -PO DAVID CULBERT

SOCIAL SECURITY NUMBER: -

DEPARTMENT: - MOUNT VERNON POLICE DEPT.

DEPARTMENT E-MAIL ADDRESS: -DCULBERT@PO, CI, MOUNT-VERNON, NY, US

OFFICER'S PERSONAL E-MAIL ADDRESS:

O DEPARTMENT ADDRESS: -2 ROOSEVELT SQ N, MOUNT VERNON NY, 10550

DEPARTMENT TELEPHONE: - 914-665-2500

NUMBER: - 1

APPLICATION FOR: (CHECK ONLY ONE)

FIREARMS INSTRUCTOR SCHOOL (FIS) 25-1

(HELD AT WEST POINT, NY) (8 DAY SCHOOL) (MAY 6 - MAY 16, 2025)

CARBINE INSTRUCTOR SCHOOL 25-1

(HELD AT LONG ISLAND, NY) (5 DAY SCHOOL) (AUGUST 4 - AUGUST 8, 2025)

CLOSE QUARTER BATTLE (CQB) 25-1

(HELD AT HAWTHORNE, NY) (3 DAY SCHOOL) (OCTOBER 7 - OCTOBER 9, 2025)

OFFICER SURVIVAL SCHOOL 25-1

(HELD AT WEST POINT, NY) (5 DAY SCHOOL) (OCTOBER 20 - OCTOBER 24, 2025)

BASIC POLICE SNIPER SCHOOL 25-1

(HELD AT FORT DIX, NJ) (5 DAY SCHOOL) (OCTOBER 20 - OCTOBER 24, 2025) ✓

(Rev. 02/07/2025)

DEPARTMENT INFORMATION

1. DEPARTMENT IS LOCATED IN WHAT COUNTY? WESTCHESTER
2. SIZE OF DEPARTMENT
(SWORN FULL TIME POLICE OFFICERS) -185
3. NUMBER OF STATE CERTIFIED FIREARMS - 8
INSTRUCTORS IN YOUR DEPARTMENT?
4. NUMBER OF STATE CERTIFIED DEFENSIVE - 5
TACTICS INSTRUCTORS IN YOUR DEPARTMENT?
5. DOES YOUR DEPARTMENT HAVE A FULL TIME ☒ YES ☐ NO
TRAINING STAFF?
6. WHAT IS YOUR ISSUED
DEPARTMENT WEAPON: MAKE: GLUCK MODEL 21 CALIBER: - 45ACP
7. ****SNIPERS****
ISSUED SNIPER RIFLE
MAKE: REMINGTON MODEL: 700 CALIBER: .308

ISSUED SNIPER SCOPE
MAKE: LEPOD MODEL: MAEK 4 MOA/MRAD: 10x40

NOMINATING OFFICIAL: (APPLICANT'S CHIEF OR TRAINING OFFICER)

RANK/TITLE

TELEPHONE #

NAME (PRINT OR TYPE)

SIGNATURE

**APPLICATION WILL NOT BE ACCEPTED WITHOUT NOMINATING OFFICIAL'S
SIGNATURE AND ALL QUESTIONS ANSWERED.
SUBMIT APPLICATION to NY-FTU@FBLGOV**



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 -1383

Agenda Date: 5/28/2025

Agenda #: 20.

City Council:

AN ORDINANCE AUTHORIZING TWO (2) MEMBERS OF SERVICE TO ATTEND THE NOBLE CAUSE TRAINING AND DEVELOPMENT: SERGEANT SUMMIT

Whereas, in a letter dated May 12, 2025, the Commissioner of the Department of Public Safety formally requested the authorization for the participation of two (2) Members of Service from the Mount Vernon Police Department in the Noble Cause Training and Development: SERGEANT SUMMIT to be held June 17-18, 2025, in Saratoga Springs, New York; and

Whereas, the City of Mount Vernon is committed to the continued professional development of its law enforcement personnel; and

Whereas, the Noble Cause Training and Development: SERGEANT SUMMIT is a two-day training program scheduled to be held at the Holiday Inn Saratoga, located at 232 Broadway, Saratoga Springs, NY 12866, on June 17-18, 2025; and

Whereas, the training is specifically tailored to enhance the leadership, supervisory, and operational skills of first-line law enforcement supervisors; and

Whereas, the training agenda includes critical topics such as Use of Force Issues for First-Line Leaders, Improving Police Performance Appraisals, Leadership and Officer Wellness, and What Every Sergeant Needs to Know; and

Whereas, this training supports the objectives and recommendations issued by the U.S. Department of Justice regarding supervisory development and accountability in policing; and

Whereas, the City recognizes the value of investing in such training to ensure its supervisory personnel are well-prepared, informed, and aligned with best practices in law enforcement; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The City Council authorizes the participation of two (2) Members of Service from the Mount Vernon Police Department in the Noble Cause Training and Development: SERGEANT SUMMIT to be held June 17-18, 2025, in Saratoga Springs, New York.

Section 2. Expenses. The City shall cover all associated costs, including but not limited to registration, transportation, lodging, and per diem expenses in accordance with applicable City travel policies and procedures.

Section 3. Reporting Requirement. Upon completion of the training, the participating officers shall submit a written report to the Police Commissioner and City Council summarizing the

training content and any key takeaways or recommendations for departmental improvement.

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



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

May 12, 2025

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

**Subject: Training – Two (2) Officers to attend Noble Cause Training and Development
Sergeant Summit**

Dear Honorable Council Members,

This letter comes to request that legislation be enacted to authorize two (2) Members of Service to attend the upcoming **Noble Cause Training and Development: SERGEANT SUMMIT**, scheduled to be held at the following location:

Venue: Holiday Inn Saratoga
Address: 232 Broadway, Saratoga Springs, NY 12866
Dates: June 17–18, 2025

This two-day training session is specifically designed to enhance leadership and supervisory skills for first-line law enforcement supervisors. The curriculum will cover critical topics such as:

- Use of Force Issues for First-Line Leaders
- Improving Police Performance Appraisals
- Leadership and Officer Wellness
- What Every Sergeant Needs to Know

The training is aligned with recent advisements stemming from the Department of Justice investigation, which emphasized the importance of completing specific supervisory training

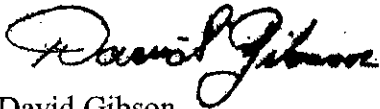
Cc: Mayor
Comptroller
Law Department

requirements. Attendance at this summit directly supports compliance with those recommendations and enhances operational effectiveness.

The total cost for participation, covering both Members of Service, will not exceed \$2,096.00, which includes training registration, hotel accommodations, ground transportation (gas and tolls), and meals. These expenses will be satisfied through budget line **A3120.451 (Training)**. Additionally, the Members of Service will be authorized to utilize a Department vehicle for travel to and from the training location.

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

Sincerely,

A handwritten signature in black ink, appearing to read "David Gibson". The signature is fluid and cursive, with the first name "David" being more prominent than the last name "Gibson".

David Gibson
Commissioner of Public Safety



MOUNT VERNON
NEW YORK
POLICE DEPARTMENT
TRAINING AND PERSONNEL

TRAINING REQUEST SIGNATURE COVERSHEET

TRAINING / COURSE NAME: The Sergeant Summit

DATE(S): June 17th & 18th, 2025

LOCATION: Holiday Inn Saratoga - Saratoga Springs

LEGISLATION REQUIRED: (CIRCLE ONE) YES / NO

REGISTRATION REQUIRED: (CIRCLE ONE) YES / NO

(By signing below, you authorize and approve this training within your capacity to do so and move on to the next step until final authorization from the Commissioner.)

DIVISION CO/XO SIGNATURE: _____

TRAINING SERGEANT'S SIGNATURE: _____

TRAINING AND PERSONNEL DIVISION CO/XO: _____

CHIEF'S SIGNATURE: _____

COMMISSIONER'S SIGNATURE: _____

LEGISLATION: (CIRCLE ONE) PASSED / DENIED

REGISTRATION COMPLETE: (CIRCLE ONE) YES / NO

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'



MOUNT VERNON NEW YORK POLICE DEPARTMENT

TRAINING AND PERSONNEL

DATE: May 7, 2025

TO: The Office of the Commissioner

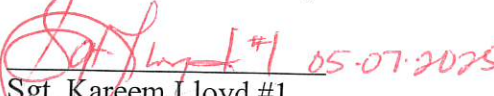
FROM: Sergeant Kareem Lloyd #1

SUBJECT: Training Request for The Sergeant Summit

Lieutenant Terry makes the following request to send Sergeant Joseph Lowe and Sergeant Donovan Yoe to the upcoming Sergeant Summit, hosted by Noble Cause Training and Development. It is a two-day training being held on June 17th and 18th of this year. The training will be held at the Holiday Inn Saratoga, located at 232 Broadway, Saratoga Springs, NY 12866. This training is designed to provide leadership and management skills training to first-line law enforcement supervisors. It covers Use of Force, improving police performance evaluations, leadership and wellness, pursuits, and more as advertised.

There is a cost, \$750 per person for the course and an additional \$298 per person for a hotel (two-night stay), which would be \$1,048.00 per person, for a grand total of \$2,096.00. The attendees will require a department vehicle for travel and standard reimbursement for gas, tolls, and meals. Legislation is required. Thank you for your consideration and support in **training the department up!**

Respectfully submitted,


Sgt. Kareem Lloyd #1
Training Sergeant

SERGEANT KAREEM LLOYD

914-665-2586

KLLOYD@MOUNTVERNONNYPD.GOV



A NEW YORK STATE ACCREDITED LAW ENFORCEMENT AGENCY



'THE JEWEL OF WESTCHESTER'

Lloyd, Kareem

From: Damoy L. Green
Sent: Wednesday, May 7, 2025 2:47 PM
To: Lloyd, Kareem; Yant-Terry, Michel
Cc: Goldman, Mike
Subject: Re: The Sergeant Summit, June 17th-18th

Sgt. Lloyd,

We recommend Sgt. Yoe and Sgt. Lowe for this training.

- Sgt. Yoe is scheduled for T3 on those two days.
- Sgt. Lowe is on his RDO's on those two days.

Thanks,

Sgt. Damoy Green #20
Executive Officer, Patrol Division
City of Mount Vernon Police Department
2 Roosevelt Square North
Mount Vernon, NY 10550
914-665-3374 (Office)
914-665-2659 (fax)
dgreen@mountvernonnypd.gov

From: Damoy L. Green <dgreen@mountvernonnypd.gov>
Sent: Wednesday, May 7, 2025 1:51 PM
To: Lloyd, Kareem <klloyd@mountvernonnypd.gov>; Yant-Terry, Michel <Myant-terry@mountvernonnypd.gov>
Subject: Re: The Sergeant Summit, June 17th-18th

Sgt. Lloyd,

The following Sergeants are all interested in attending this training:

Sgt. Allen
Sgt. Yoe
Sgt. Cheron
Sgt. Monge
Sgt. Lowe
Sgt. Vitelli
Sgt. Rizzo

Thanks,

Sgt. Damoy Green #20
Executive Officer, Patrol Division
City of Mount Vernon Police Department
2 Roosevelt Square North
Mount Vernon, NY 10550
914-665-3374 (Office)
914-665-2659 (fax)
dgreen@mountvernonnypd.gov

From: Lloyd, Kareem <klloyd@mountvernonnypd.gov>
Sent: Wednesday, May 7, 2025 12:56 PM
To: Yant-Terry, Michel <Myant-terry@mountvernonnypd.gov>; Damoy L. Green <dgreen@mountvernonnypd.gov>
Subject: FW: The Sergeant Summit, June 17th-18th

Good afternoon,

Please look at this and let me know who you would like to send. I'll come by in a few. Thanks.

Stay safe!



Sergeant Kareem Lloyd #1
Training Sergeant
Mount Vernon Police Department
2 Roosevelt Square N
Mount Vernon, NY 10550
Phone: (914) 665-2586
Fax: (914) 665-2585
Email: klloyd@mountvernonnypd.gov

"Don't just train to get it right, train so that you never get it wrong!"

From: Lloyd, Kareem
Sent: Tuesday, May 6, 2025 6:08 PM
To: Marcel Olifiers <molifiers@mountvernonnypd.gov>; David Gibson <dgibson@mountvernonnypd.gov>; Addison, Gregory <gaddison@mountvernonnypd.gov>
Cc: Goldman, Mike <MGoldman@mountvernonnypd.gov>; George Vargas <gVargas@mountvernonnypd.gov>
Subject: The Sergeant Summit, June 17th-18th

Good afternoon,

Please see this link: [Sergeant Summit](#) . This is an upcoming training for first line supervisors that I think the department can benefit from. It covers Use of Force, improving police performance evaluations, leadership and wellness, pursuits, and more as advertised. There is a cost, \$750 per person for the course and an additional \$298 per person for hotel (two-night stay), totaling \$1,048.00 per person. The training is in June and is located further north in Saratoga Springs. I know funds are limited but it was mentioned that there may be exceptions for supervisory trainings. Please advise ASAP, as registration is necessary and we have a small window to get legislation completed and secure the discounted rate. Thanks.

Stay safe!



Sergeant Kareem Lloyd #1
Training Sergeant

Mount Vernon Police Department
2 Roosevelt Square N
Mount Vernon, NY 10550
Phone: (914) 665-2586
Fax: (914) 665-2585
Email: klloyd@mountvernonnypd.gov

"Don't just train to get it right, train so that you never get it wrong!"

The

SERGEANT SUMMIT



June 17-18, 2025
Saratoga Springs, NY



Noble Cause Training and Development is proud to present The SERGEANT SUMMIT in beautiful Saratoga Springs, NY on June 17 and 18, 2025. This unique two-day training event is designed to provide the very best leadership and management skills training specifically for first-line law enforcement supervisors. Topics to be covered include, Use of Force Issues for First-Line Leaders, Improving Police Performance Appraisals, Leadership and Wellness, What Every Sergeant Needs to Know about Pursuits, the Honor of Command and more... Don't wait! Register before May 1 for the early bird rate.

Location: Holiday Inn Saratoga
232 Broadway
Saratoga Springs, NY 12866

Date: June 17-18, 2025

Pricing: Standard Rate \$850/pp
Early Bird Rate \$750/pp before May 1
Register 4 or more \$725/pp before May 1

Lodging: Conference Rate of **\$149/night**. Contact Holiday Inn directly.

Register today for The Sergeant Summit at

www.noblecausetraining.com

NOBLE CAUSE
TRAINING & DEVELOPMENT

PO Box 932
Saratoga Springs, NY 12866

518-857-2329
gregveitch@noblecausetraining.com

Presenters

Greg Veitch, MS: Greg retired as Chief of Police for the Saratoga Springs Police Department after a 25-year law enforcement career. He holds a master's degree in leadership from SUNY Plattsburgh and is an FBI National Academy graduate. A published author, Greg has trained thousands of police supervisors on leadership and management principles through his company, Noble Cause Training and Development, LLC.

Mike Ranalli, ESQ: Mike is a market development manager for Lexipol, an attorney and frequent presenter on various legal issues including search and seizure, use of force, legal aspects of interrogations and confessions, wrongful convictions and civil liability. Mike began his career in 1984 with the Colonie (N.Y.) Police Department and held the ranks of patrol officer, sergeant, detective sergeant and lieutenant. He retired in 2016 after serving for 10 years as Chief of Police for the Town of Glenville (N.Y.) Police Department. Mike is a consultant and instructor on police legal issues to the NYSDCJS and has taught officers from around the state and country in legal issues for more than two decades. Mike is a former member of the IACP Professional Standards, Image and Ethics Committee, former Chairman of the NYS Police Law Enforcement Accreditation Council, and is a Certified Force Science Analyst.

Captain Ashley Heiberger (Ret): Ashley served as a police officer in Pennsylvania for 22 years. He then spent five years in compliance pursuant to federal DOJ oversight, and currently holds a fellowship with the Excellence in Policing and Public Safety program at the Joseph A. Rice School of Law (University of South Carolina). He is an independent police practices advisor, and his consulting and expert witness practice encompasses all aspects of both criminal proceedings and civil litigation. His primary focus is constitutional policing, with emphasis on use of force, policy, training, and accountability systems. He is a graduate of Moravian University (BA) and Widener University (JD).

Richard Martin, Ph.D: Rich has served in supervisory positions in both large, urban (Rochester, NY) and small, rural (Newark, NY) police agencies. His career included a wide range of assignments from accident reconstruction, crime scene technician, scuba diver and undercover narcotics. Rich earned his doctorate in organizational leadership from Regent University and in addition to authoring several articles for national publications he also has presented on the topics of policing and leadership at state, national and international conferences. With over ten years of military service in the US Army, Army Reserves and Army National Guard, Rich currently serves as the Chief of Police in Newark, NY.



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 -1419

Agenda Date: 5/28/2025

Agenda #: 21.

City Council:

AN ORDINANCE AUTHORIZING TWO (2) MEMBERS OF SERVICE TO ATTEND THE COMBINED TACTICAL SYSTEMS TRAINING: LESS LETHAL INSTRUCTOR SCHOOL AT THE WESTCHESTER COUNTY POLICE ACADEMY

Whereas, in a letter dated May 20, 2025, the Commissioner of the Department of Public Safety formally requested the authorization for two (2) Members of Service of the Mount Vernon Police Department to attend the Combined Tactical Systems Training: Less Lethal Instructor School to be held from June 3, 2025, through June 5, 2025, at the Westchester County Police Academy in Valhalla, New York; and

Whereas, the City of Mount Vernon Police Department is committed to ensuring that its members receive continuous and up-to-date training that aligns with best practices in law enforcement and federal guidance on use of force and tactical operations; and

Whereas, the Combined Tactical Systems Training: Less Lethal Instructor School offers essential instructor-level certification in the deployment and instruction of less lethal technologies, including Impact Munitions, Chemical Munitions, and Diversionary Devices; and

Whereas, the curriculum for the three-day course includes critical topics such as Legal Considerations and Use of Force, History and Deployment of Less Lethal Munitions, Instructional Techniques, Reporting Procedures, Range Safety, and Trauma Considerations; and

Whereas, the training aligns with advisories issued by the United States Department of Justice regarding supervisory training and supports the City's efforts to meet federal standards, improve tactical readiness, and enhance community and officer safety; and

Whereas, the total cost for the attendance of two (2) Members of Service shall not exceed One Thousand Seven Hundred Ninety Dollars (\$1,790.00), to be paid from the Police Department training budget, line A3120.451, and the use of a Department vehicle is requested for transportation to and from the training site; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The City Council hereby authorizes two (2) Members of Service of the Mount Vernon Police Department to attend the Combined Tactical Systems Training: Less Lethal Instructor School to be held from June 3, 2025, through June 5, 2025, at the Westchester County Police Academy in Valhalla, New York.

Section 2. Certification and Training Scope. Upon successful completion of the course, the participating officers shall be certified as Less Lethal Instructors and shall be authorized to train

other department personnel in the use and deployment of the following:

- Impact Munitions;
- Chemical Agents;
- Diversionary Devices (Flash Bangs);
- 12-Gauge, 37mm, and 40mm launchers;
- Associated legal and tactical procedures and safety protocols.

Section 3. Funding. The total cost of attendance for both officers shall not exceed One Thousand Seven Hundred Ninety Dollars (\$1,790.00), which shall be allocated from the Police Department's budget line A3120.451 (Training).

Section 4. Department Vehicle Use. The participating officers shall be authorized to utilize a Mount Vernon Police Department vehicle for transportation to and from the training site in Valhalla, New York.

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



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

May 20, 2025

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

Subject: Training – Two (2) Officers to attend Combined Tactical Systems Training: Less Lethal Instructor School

Dear Honorable Council Members,

This letter comes to request that legislation be enacted to authorize two (2) Member of Service to attend the upcoming **Combined Systems Training: Less Lethal Instructor School**, to be held at the **Westchester County Police Academy**, located at 2 Dana Road, Valhalla, NY 10595, from **June 3, 2025 through June 5, 2025**.

This is an instructor-level certification course encompassing the full range of munitions manufactured by Combined Systems. Upon successful completion, the Member of Service will be certified to instruct others within the Department in the proper deployment and use of Impact Munitions, Chemical Munitions, and Flash Bang devices.

Topics to be covered in this three-day course include:

- History of Less Lethal Munitions
- Legal Considerations and Use of Force
- Chemical Agents
- 12-Gauge, 37mm, and 40mm Launchers
- Diversionary Devices
- Reporting Procedures and Range Safety
- Instructional Techniques
- Technological Advancements

Cc: Mayor
Comptroller
Law Department

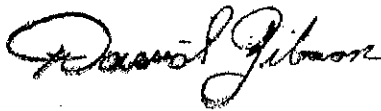
- Direct and Indirect Munitions Deployment
- Research and Trauma Considerations

This training aligns with the Department of Justice's recent advisories regarding supervisory training and is consistent with efforts to meet federal recommendations while enhancing operational preparedness.

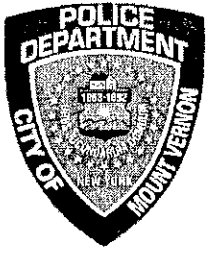
The total cost for participation will not exceed **\$1,790.00**, which covers full course registration. This expense will be funded through budget line **A3120.451 (Training)**. Additionally, the Member of Service will be authorized to use a Department vehicle for travel to and from the training site.

If this proposal meets with the approval of Your Honorable Body, kindly enact the necessary legislation to authorize this training.

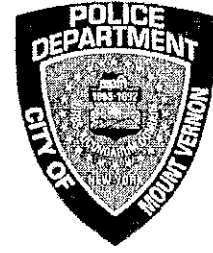
Sincerely,

A handwritten signature in cursive script, appearing to read "David Gibson".

David Gibson
Commissioner of Public Safety



CITY OF MOUNT VERNON POLICE DEPARTMENT



To: Captain Goldman

From: Lt. McPartland Jr.

Date: 05/14/2025

Re: CTS Instructor School

The undersigned officer requests to send Sgt. Rizzo to the Combined Systems Training (CTS) 3 Day Less Lethal Instructor School at the WCPA, June 3 to June 6, 2025. The cost of the course would be \$895. Sgt Rizzo and Det. Plunkett's CTS certifications expire in June. We must have a certified CTS Instructor to be able to use and purchase less lethal munitions.

The instructor-level course provided by Combined Tactical Systems encompasses the full range of munitions manufactured by the company. After completion, students will receive certification to instruct others within their department as end users in the deployment and use of Impact Munitions, Chemical Munitions, and Flash Bang devices.

Active participation in practical exercises is a mandatory component of the instructor-level training. It is essential for students to be in good physical condition for these sessions to be effective and for successful course completion. Some exercises may involve exposure to chemical agents.

Key topics covered in the course include the History of Less-Lethal Munitions, Legal Issues, Chemical Agents, 12 Gauge, 37MM & 40MM Launchers, Diversionary Devices, Use of Force, Reporting Procedures, Range Safety, Research & Trauma, Direct & Indirect Munitions, Deploying Munitions, Instructional Techniques & Technological Advancements.

Upon successful completion of the course, participants will receive certification as a Combined Systems Instructor, enabling them to provide instruction to end users within their department. Additionally, certified individuals will have the privilege to procure munitions from Combined Systems.

The certification remains valid for four years from the date of completion.

Respectfully Submitted,

Lt. James McPartland

5/15/25
Approved
Chief [Signature]



3 Day Less Lethal ICP - Valhalla, NY

Hosted By Westchester County Police Dept.

Tuesday, June 3, 2025 - Thursday, June 5, 2025

Register

Registration open through 5/20/2025 11:59 PM
Eastern Time (US & Canada)

[Register Now](#)

Details

The instructor-level course provided by Combined Tactical Systems encompasses the full range of munitions manufactured by the company. After completion, students will receive certification to instruct others within their department as end users in the deployment and use of Impact Munitions, Chemical Munitions, and Flash Bang devices.

Active participation in practical exercises is a mandatory component of the instructor-level training. It is essential for students to be in good physical condition for these sessions to be effective and for successful course completion. Some exercises may involve exposure to chemical agents.

Students with medical conditions that may restrict their participation must obtain medical clearance from their physician before enrolling in the course. Conditions such as high blood pressure, heart issues, lung problems (including bronchitis and asthma), or allergies necessitate medical consultation.

CTSTI emphasizes that students who fail to seek medical consultation before participating in the course do so at their own risk. Those unable to complete the exercises will not be able to fulfill the requirements of the instructor-level course. It is the responsibility of each student to ensure that they are physically capable of meeting the course demands.

Key topics covered in the course include the History of Less-

Class Schedule

Impact Munitions (Day 1) 6/3/2025

Chemical/OC Munitions (Day 2) 6/4/2025

Flashbang Munitions (Day 3) 6/5/2025

Classes are 8:00am - 5:00pm each day

AM portion in classroom | PM portion on range

Financials

\$895.00 3 Day ICP

Courses may be taken on an individual basis

Impact Munitions (Day 1) **\$320.00**

Chemical/OC Munitions (Day 2) **\$350.00**

Flashbang Munitions (Day 3) **\$350.00**

PREPAYMENT IS REQUIRED, UNLESS
OTHERWISE AUTHORIZED

Prices may be subject to change for 2025 courses

*Please ensure that any cancellations are made
at least 30 days before the first day of class.
Failure to notify or a no-show to the class will
result in being charged the full cost of the
course.*

Classroom Location

Westchester County Police Academy

2 Dana Road Valhalla, NY 10595

[View directions](#)

Lethal Munitions, Legal Issues, Chemical Agents, 12 Gauge, 37MM & 40MM Launchers, Diversionary Devices, Use of Force, Reporting Procedures, Range Safety, Research & Trauma, Direct & Indirect Munitions, Deploying Munitions, Instructional Techniques & Technological Advancements.

Certificate

Upon successful completion of the course, participants will receive certification as a Combined Systems Instructor, enabling them to provide instruction to end users within their department. Additionally, certified individuals will have the privilege to procure munitions from Combined Systems.

The certification remains valid for four years from the date of completion.

Combined Systems POC

Lindsay Kimbell
training@combinedsystems.com
(724) 932-2177 ext 110

Host POC

Westchester County Police Dept.

Lt. Paul Cusano
pjc4@westchestercountyny.gov

Instructor

Lou Williams



Range Location

Westchester County Police Academy

2 Dana Road Valhalla, NY 10595





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 -1427

Agenda Date: 5/27/2025

Agenda #: 22.

City Council:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, AUTHORIZING AN AGREEMENT TERMINATING CERTAIN COVENANTS AND RESTRICTIONS FOR THE PREVIOUSLY APPROVED Q WEST TOWERS PROJECT

WHEREAS, Q West Towers LLC (“Applicant”) proposes to construct a 15-story mixed use building at 25 and 29 North Macquesten Parkway and a 13-story and cellar mixed-use building at 1 and 7-11 North Macquesten Parkway, consisting of 229 residential units and commercial space (collectively, the “Project”); and

WHEREAS, the portion of the property on which the Project would be constructed and which is the subject of this Resolution is designated on the City of Mount Vernon Tax Map as Section 164.68, Block 1073, Lots 21, 24 and 25 (“Property”) (1 North Macquesten Parkway is not subject to this Resolution); and

WHEREAS, on February 9, 2022, the City Council adopted a Resolution approving the Project subject to certain conditions; and

WHEREAS, the City of Mount Vernon (“City”) and Qwest LLC (an entity related to Q West Towers LLC) (“Owner”) entered a certain Amended and Restated Agreement, dated June 15, 2022, which governed the sale of the Property by the City to the Owner (“Agreement”); and

WHEREAS, the City conveyed the Property to the Owner pursuant to the Agreement by Deed dated October 27, 2022, and recorded in the Westchester County Clerk’s Office, Division of Land Records, on November 2, 2022, in Control Number 622283612 (“Deed”); and

WHEREAS, the Deed contains a restrictive covenant, consistent with Section 25 in the Agreement (entitled “Reverter”), which, in sum, grants the City the right under certain circumstances relating to insufficient construction progress to recover title to and take back the Property (“Restrictive Covenant”); and

WHEREAS, by letter dated May 21, 2025, the Owner requested that the City Council terminate the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, through a recordable document to facilitate more than \$150 million in construction financing for the Project, as the various lenders will not close on the financing with the Restrictive Covenant in effect; and

WHEREAS, the City Council recognizes that the Owner and Applicant have already taken steps towards starting construction, including, but not limited to, demolition and asbestos abatement, land grading and other site preparation activities, and securing construction financing, which is anticipated to close in June 2025; and

WHEREAS, the City Council also recognizes that the Project would result in public benefits to the City and Mount Vernon City School District; and

WHEREAS, the City Council further recognizes that, as described in the Owner's letter request, there are adequate protections in place through the lenders to ensure that the Project is constructed in a timely manner, including construction timeframes and certain personal guarantees by Project principals; and

WHEREAS, the City Council is desirous of granting the Owner's request to terminate the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, through a recordable document against the Property; and

WHEREAS, a form of an agreement entitled "Agreement Terminating Covenants and Restrictions" effectuating the termination of the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, has been presented to the members of the City Council for their consideration ("Termination Agreement"); **NOW, THEREFORE, BE IT**

RESOLVED

, that the City Council of Mount Vernon approves the Termination Agreement; **BE IT FURTHER**

RESOLVED, the City Council authorizes the Mayor of the City of Mount Vernon to enter the Termination Agreement; **BE IT FURTHER**

RESOLVED, the Mayor is authorized to do all things necessary, convenient or appropriate for the accomplishment of the purposes of this Resolution, including, but not limited to, signing forms relating to the recording of the Termination Agreement against the Property in the Westchester County Clerk's Office, Division of Land Records; **BE IT FURTHER**

RESOLVED, that the Termination Agreement shall be recorded simultaneous with the closing of the above-referenced construction financing, and the fully executed Agreement shall be held in escrow by the City Council's attorney and not released for recording until such closing is scheduled; **BE IT FURTHER**

RESOLVED, that the Owner and Applicant shall provide written quarterly updates to the City Council regarding the progress of construction of the Project, and the Owner and Applicant shall appear before the City Council for an in-person update upon the Council's request; **BE IT FURTHER**

RESOLVED, the City Council determines that the Termination Agreement relating to a previously approved Agreement is a Type II Action pursuant to SEQRA, involving "continuing

agency administration,” which does not involve “new programs or major reordering of priorities that may affect the environment” (6 N.Y.C.R.R. §617.5(c)(26)) and therefore no findings or determination of significance are required under SEQRA; **BE IT FURTHER**

RESOLVED, that this Resolution shall take effect immediately.

**A RESOLUTION OF THE CITY OF MOUNT VERNON CITY COUNCIL
AUTHORIZING AN AGREEMENT TERMINATING CERTAIN COVENANTS AND
RESTRICTIONS FOR THE PREVIOUSLY APPROVED Q WEST TOWERS PROJECT**

WHEREAS, Q West Towers LLC (“Applicant”) proposes to construct a 15-story mixed use building at 25 and 29 North Macquesten Parkway and a 13-story and cellar mixed-use building at 1 and 7-11 North Macquesten Parkway, consisting of 229 residential units and commercial space (collectively, the “Project”); and

WHEREAS, the portion of the property on which the Project would be constructed and which is the subject of this Resolution is designated on the City of Mount Vernon Tax Map as Section 164.68, Block 1073, Lots 21, 24 and 25 (“Property”) (1 North Macquesten Parkway is not subject to this Resolution); and

WHEREAS, on February 9, 2022, the City Council adopted a Resolution approving the Project subject to certain conditions; and

WHEREAS, the City of Mount Vernon (“City”) and Qwest LLC (an entity related to Q West Towers LLC) (“Owner”) entered a certain Amended and Restated Agreement, dated June 15, 2022, which governed the sale of the Property by the City to the Owner (“Agreement”); and

WHEREAS, the City conveyed the Property to the Owner pursuant to the Agreement by Deed dated October 27, 2022, and recorded in the Westchester County Clerk’s Office, Division of Land Records, on November 2, 2022, in Control Number 622283612 (“Deed”); and

WHEREAS, the Deed contains a restrictive covenant, consistent with Section 25 in the Agreement (entitled “Reverter”), which, in sum, grants the City the right under certain circumstances relating to insufficient construction progress to recover title to and take back the Property (“Restrictive Covenant”); and

WHEREAS, by letter dated May 21, 2025, the Owner requested that the City Council terminate the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, through a recordable document to facilitate more than \$150 million in construction financing for the Project, as the various lenders will not close on the financing with the Restrictive Covenant in effect; and

WHEREAS, the City Council recognizes that the Owner and Applicant have already taken steps towards starting construction, including, but not limited to, demolition and asbestos abatement, land grading and other site preparation activities, and securing construction financing, which is anticipated to close in June 2025; and

WHEREAS, the City Council also recognizes that the Project would result in public benefits to the City and Mount Vernon City School District; and

WHEREAS, the City Council further recognizes that, as described in the Owner’s letter request, there are adequate protections in place through the lenders to ensure that the Project is constructed in a timely manner, including construction timeframes and certain personal guarantees by Project principals; and

WHEREAS, the City Council is desirous of granting the Owner’s request to terminate the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, through a recordable document against the Property; and

WHEREAS, a form of an agreement entitled “Agreement Terminating Covenants and Restrictions” effectuating the termination of the Restrictive Covenant, including the referenced or related portions of the Agreement encumbering the Project in Section 25, has been presented to the members of the City Council for their consideration (“Termination Agreement”).

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Mount Vernon approves the Termination Agreement; and

BE IT FURTHER RESOLVED, the City Council authorizes the Mayor of the City of Mount Vernon to enter the Termination Agreement; and

BE IT FURTHER RESOLVED, the Mayor is authorized to do all things necessary, convenient or appropriate for the accomplishment of the purposes of this Resolution, including, but not limited to, signing forms relating to the recording of the Termination Agreement against the Property in the Westchester County Clerk’s Office, Division of Land Records; and

BE IT FURTHER RESOLVED, that the Termination Agreement shall be recorded simultaneous with the closing of the above-referenced construction financing, and the fully-executed Agreement shall be held in escrow by the City Council’s attorney and not released for recording until such closing is scheduled; and

BE IT FURTHER RESOLVED, that the Owner and Applicant shall provide written quarterly updates to the City Council regarding the progress of construction of the Project, and the Owner and Applicant shall appear before the City Council for an in-person update upon the Council’s request; and

BE IT FURTHER RESOLVED, the City Council determines that the Termination Agreement relating to a previously approved Agreement is a Type II Action pursuant to SEQRA, involving “continuing agency administration,” which does not involve “new programs or major reordering of priorities that may affect the environment” (6 N.Y.C.R.R. §617.5(c)(26)) and therefore no findings or determination of significance are required under SEQRA; and

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

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Dept.

Council Person

THIS RESOLUTION
ADOPTED BY CITY COUNCIL

President

Attest:

City Clerk

APPROVED

Date

By

Mayor

May 21, 2025

Mount Vernon City Council
1 Roosevelt Square
N. Mt. Vernon, New York 10550

Dear President Browne and Councilmembers,

I represent QWest LLC (“Owner”), the owners of 7-11, 25 and 29 North MacQuesten Parkway (Section 164.68, Block 1073, Lots 21, 24 and 25) in the City of Mount Vernon (“Property”).

I am writing to urgently request a recordable termination of the “reverter” provision in the deed from the City of Mount Vernon to the Owner (“Deed”) and those sections of that Amended and Restated Agreement between the City of Mount Vernon and Qwest LLC date June 15, 2022 (“LADA”) referenced in the Deed and/or that otherwise encumber the Property. The development of the 229 units of transit-oriented development, commercial space and parking that Mount Vernon wants, requires and that the Council approved, and all the planned financial and other public benefits to the City and School, cannot proceed without it. We describe below why there is no risk that construction would not be completed in a timely manner - most importantly, Mr. Simone and Mr. Stagg are personally guaranteeing the \$150 million+ construction financing. They have every incentive to ensure this Project gets built on time as promised.

The Project (defined below) is expected to close next month, but it cannot proceed without the termination requested; the lenders, investors and state agencies providing more than \$150 million in financing will not provide funding without this termination. The bonds for the Project were approved for issuance last week by the New York State Housing Finance Agency and preparation for closing are intensely and hurriedly being made. The funding sources, however, will not fund unless the reversionary terms are terminated. Their very real concern is that the Deed and LADA threaten their security in the Property. All parties agree. A draft termination acceptable to the funders is attached as Exhibit A (“Termination”).

As you likely know, the Property was transferred to the Owner by the City of Mount Vernon for the purposes of constructing a mixed-use project of more than 200,000 square feet, including 229 residential units as well as commercial space and required parking (“Project”). Since taking ownership, the Owner has worked diligently and in good faith to construct the Project, including but not limited to acquiring adjacent properties, abating asbestos in and demolishing the old and

Goldstein Hall PLLC | fax: 646.219.2450 | info@goldsteinhall.com | www.goldsteinhall.com

New York City
80 Broad Street, Suite 303
New York, NY 10004
646.768.4100

Albany
90 State Street, Suite 700
Albany, NY 12207
518.992.3245

New Rochelle
271 North Avenue, Suite 310
New Rochelle, NY 10801
914.380.8793

Washington, D.C.
2201 Wisconsin Ave, NW, Suite 200
Washington, D.C. 20007
202.656.6136



dilapidated improvements, properly, legally and completely terminating gas, water and electric, grubbing and grading the land and installing construction fencing. Most importantly, the Owner has worked with the City of Mount Vernon Industrial Development Agency, the County of Westchester, the New York State Department of Homes and Community Renewal and the New York Housing Finance Agency in order to secure all of the necessary financing to finance the Project (more than \$150 million).

Financing includes tax exempt bonds from the New York State Housing Finance Agency secured by a letter of credit from the Bank of America, Westchester County New Homes Land Acquisition Funds, Westchester County Housing Flex Funds, Empire State Development Mid-Hudson Momentum Funds, Federal Low-Income Housing Tax Credits and State Low-Income Housing Tax Credits as well as Developer equity (together the “Agencies”). These stakeholders have each reviewed the Project and will provide substantial financial support because they have determined that the Project and development team have met all of the requirements necessary to ensure construction on time (except for the requested Termination). These Agencies will also oversee the construction to ensure that it is completed on time; the Bondholders are buying the bond on this very well-established track record of projects financed with tax-exempt bonds and the bond agency is relying on the track record of the developers. These Agencies will also require construction to be completed timely. Both the lender have agreed to a construction financing period of 36 months (“Construction Financing Period”). The Lender may provide two 6-month extensions if certain milestones and requirements are met ensuring the completion of the Project. Extensions, however, will cost the Owner, Mr. Simone and Mr. Stagg, profit and therefore all are aligned to complete the project as timely as possible. During this construction financing period, the Owner must complete construction, lease-up the property and be operating the property for several months (among other milestones) before the construction financing can be converted to permanent financing. Therefore, construction must be completed substantially before the end of Construction Financing Period. As such, the construction schedule submitted to the Agencies is attached here as Exhibit B. As you will see, both towers will be constructed simultaneously and are (subject to unavoidable delays), are expected to complete in 24 months. Joseph Simone and Mark Stagg will personally guarantee the completion of the Project on this schedule. Closing and start of the Construction Financing Period is expected to begin in mid-to-late June 2025 and therefore the scope of work financed by the Agencies is expected to commence immediately; and no later than July 1, 2025 and be substantially completed by July of 2027.

In addition to the completion guaranty, the lenders and investors require Joseph Simone and Mark Stagg to provide a payment guaranty, environmental indemnity, and a payment and performance guaranty to the tax credit investor. All these guarantees will be made and be



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effective as of the closing date. This means that Mr. Simone and Mr. Stagg are immediately and personally at-risk for more than \$150 million if the Project is not completed as required. Mr. Simone and Mr. Stagg are very committed to this Project, personally invested and personally at risk. They will ensure that this Project is completed on time and in conformance with the Project plans.

In addition to the Project, the City of Mount Vernon is receiving substantial monetary benefits from the Project. Upon acquiring the Property, the Owner paid Nine Hundred Thirty Thousand Dollars (\$930,000.00) as a purchase price and also paid \$350,000 for community benefits and \$290,000 in real estate tax arrears that had accrued on the Property prior to acquisition under the City's ownership. In addition, at construction financing the Owner will pay \$2,000,000 to the City of Mount Vernon School District and at the time construction is completed and construction financing converts to permanent financing the Owner will pay \$500,000 to the City of Mount Vernon Firemen's Fund.

The Owner, Joseph Simone and Mark Stagg ask the Council to agree to this Termination so that the previously-approved Project can proceed to construction, and so all its attendant benefits can be realized by the City and School.

Sincerely,

Jason Labate, Esq.

Partner



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Exhibit A – Termination

RECORD AND RETURN TO:

Goldstein Hall PLLC
80 Broad St #303
New York, NY 10004
Attn: Jason Labate, Esq.

AGREEMENT TERMINATING COVENANTS AND RESTRICTIONS

This Agreement (“Termination Agreement”) is made this ___ day of May 2025, by and between the City of Mount Vernon, with an office address at 1 Roosevelt Square, Mount Vernon, New York 10550 (the “City”), and Qwest LLC, a Delaware limited liability company, authorized to do business in the State of New York, with an office address at 1250 Waters Place, PH1, Bronx, New York 10461 (“QWest”).

WHEREAS, the City and Qwest entered a certain Amended and Restated Agreement, dated June 15, 2022, which governed the sale of certain properties owned by the City to QWest (“Agreement”), which properties are located at 7-11, 25 and 29 North Macquesten Parkway, and designated on the City of Mount Vernon Tax Map as Section 164.68, Block 1073, Lots 21, 24 and 25 (the “Properties”); and

WHEREAS, the City conveyed the Properties to Qwest pursuant to the Agreement by Deed dated October 27, 2022, and recorded in the Westchester County Clerk’s Office, Division of Land Records, on November 2, 2022, in Control Number 622283612 (“Deed”); and

WHEREAS, pursuant to the Deed, certain restrictive covenants were placed on the Properties owned by QWest; and

WHEREAS, QWest, as present owners of the Properties, desires to terminate all Restrictive Covenants contained in the Deed, including the referenced or related portions of the Agreement encumbering the Properties in Section 25 of the Agreement (entitled “Reverter”), and has requested the City to enter this Termination Agreement; and

RECORD AND RETURN TO:

Goldstein Hall PLLC
80 Broad St #303
New York, NY 10004
Attn: Jason Labate, Esq.

WHEREAS, this copy of this Termination Agreement was approved by Resolution of the City Council of the City of Mount Vernon on May __, 2025, and signed by the Mayor of the City of Mount Vernon on May __, 2025, with the intent of it being recorded in the Westchester County Clerk's Office, Division of Land Records.

NOW, THEREFORE, in consideration of the payment of Ten (\$10.00) Dollars and other valuable consideration, the City and Qwest hereby agree, as follows:

1. By signing and recording this Termination Agreement, the Restrictive Covenants in the aforementioned Deed, including the referenced or related portions of the Agreement encumbering the Project in Section 25, are hereby deemed to be null and void and of no further force and effect.
2. This Termination Agreement may be executed in counterparts, and an emailed copy of this Termination Agreement, as executed, and electronic signatures shall have the same force and effect as the original.

IN WITNESS WHEREOF, the parties have signed and delivered this Termination Agreement on the day and the year set forth above.

CITY OF MOUNT VERNON, NEW YORK

By: _____
Name: Hon. Shawyn Patterson-Howard
Title: Mayor

QWEST LLC

By: _____
Name:
Title:

ACKNOWLEDGMENT

STATE OF NEW YORK
COUNTY OF WESTCHESTER

On the ____ day of May in the year 2025, before me, the undersigned, a Notary Public in and for said state, personally appeared, _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK SS:
COUNTY OF BRONX

On the ____ day of May in the year 2025, before me, the undersigned, a Notary Public in and for said state, personally appeared, _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

Schedule A

7-11 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 21)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as Lot No. 169 as shown on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records on May 1, 1852 as Map No. 151, which said premises are more fully described in Deed dated October 10, 1997 and recorded April 22, 1999 in Liber 12278 page 236, being more particularly bounded and described as follows:

BEGINNING at a point on the easterly side of Macquesten Parkway North, said point being northerly 80.24 feet from the intersection of the easterly side of Macquesten Parkway North and the northerly side of Mount Vernon A venue;

RUNNING THENCE northerly along the easterly side of Macquesten Parkway North 80.24 feet;

RUNNING THENCE easterly 100.00 feet;

RUNNING THENCE southerly 80.24 feet;

RUNNING THENCE westerly 100.00 feet to the point or place of BEGINNING.

25 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 24)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as the southwesterly one-half of Lot 172 on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records on May 1, 1852 as Map No. 151, which said premises are more fully described in deed dated October 28, 1997 and recorded April 22, 1999 in Liber 1227 page 201.

29 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 25)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as the northerly half of Lot 172 on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records, on May 1, 1852 as Map No. 151, which said premises are more fully described in Deed dated October 28, 1997 and recorded April 22, 1999 in Liber 12278 page 216.

Tax Lots 24 and 25 Composite Description:

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as the southerly half of Lot 172 and the northerly half of Lot 172 on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records, on May 1, 1852 as Map No. 151, which said premises are more fully described in Deed dated October 28, 1997 and recorded April 22, 1999 in Liber 12278 page 216, being more particularly bounded and described as follows:

BEGINNING at a point on the easterly side of Macquesten Parkway North, said point being northerly 320.96 feet from the intersection of the easterly side of Macquesten Parkway North and the northerly side of Mount Vernon Avenue;

RUNNING THENCE northerly along the easterly side of Macquesten Parkway North 80.24 feet;

RUNNING THENCE easterly 125.88 feet;

RUNNING THENCE southerly 80.24 feet;

RUNNING THENCE westerly 125.88 feet to the point or place of BEGINNING.



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Exhibit B
Construction Schedule

25 North Macquesten Pkwy. Bldg. A

24 Month Timeline

No.	Description	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	plum	plum2
		25-Jul	25-Aug	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Aug	26-Sep	26-Oct	26-Nov	26-Dec	27-Jan	27-Feb	27-Mar	27-Apr	27-May	27-Jun	27-Jul		
	SOE																										
	Excavation																										
	Conc. Foundation																										
	Conc. Super Structure																										
	Masonry Block																										
	Framing Bldg.&Apartments																										
	Rough Plumbing																										
	Sprinkler																										
	HVAC Ductwork																										
	Electric																										
	Fire Alarm																										
	Windows/Storefronts																										
	Exterior Façade																										
	Roof																										
	Elevator																										
	Sheetrock - 1 Side																										
	Insulation - Fire Stop																										
	Sheetrock Close & tape																										
	Flooring LVT																										
	Tile Bathrooms																										
	Tile Lobby Floors																										
	Fixtures																										
	Kitchen Cabinets																										
	Doors - Interior Trim																										
	Finish Plumbing																										
	Finish HVAC																										
	Finish Electric																										
	Paint																										
	Floors Carpet																										
	Main Lobby Finishes																										
	Hard Site Work																										
	Landscaping																										
	Garage Striping																										
	Inspections for TCO																										

RECORD AND RETURN TO:

Goldstein Hall PLLC
80 Broad St #303
New York, NY 10004
Attn: Jason Labate, Esq.

AGREEMENT TERMINATING COVENANTS AND RESTRICTIONS

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WHEREAS, the City and Qwest entered a certain Amended and Restated Agreement, dated June 15, 2022, which governed the sale of certain properties owned by the City to QWest (“Agreement”), which properties are located at 7-11, 25 and 29 North Macquesten Parkway, and designated on the City of Mount Vernon Tax Map as Section 164.68, Block 1073, Lots 21, 24 and 25 (the “Properties”); and

WHEREAS, the City conveyed the Properties to Qwest pursuant to the Agreement by Deed dated October 27, 2022, and recorded in the Westchester County Clerk’s Office, Division of Land Records, on November 2, 2022, in Control Number 622283612 (“Deed”); and

WHEREAS, pursuant to the Deed, certain restrictive covenants were placed on the Properties owned by QWest; and

WHEREAS, QWest, as present owners of the Properties, desires to terminate all Restrictive Covenants contained in the Deed, including the referenced or related portions of the Agreement encumbering the Properties in Section 25 of the Agreement (entitled “Reverter”), and has requested the City to enter this Termination Agreement; and

RECORD AND RETURN TO:

Goldstein Hall PLLC
80 Broad St #303
New York, NY 10004
Attn: Jason Labate, Esq.

WHEREAS, this copy of this Termination Agreement was approved by Resolution of the City Council of the City of Mount Vernon on May __, 2025, and signed by the Mayor of the City of Mount Vernon on May __, 2025, with the intent of it being recorded in the Westchester County Clerk's Office, Division of Land Records.

NOW, THEREFORE, in consideration of the payment of Ten (\$10.00) Dollars and other valuable consideration, the City and Qwest hereby agree, as follows:

1. By signing and recording this Termination Agreement, the Restrictive Covenants in the aforementioned Deed, including the referenced or related portions of the Agreement encumbering the Project in Section 25, are hereby deemed to be null and void and of no further force and effect.
2. This Termination Agreement may be executed in counterparts, and an emailed copy of this Termination Agreement, as executed, and electronic signatures shall have the same force and effect as the original.

IN WITNESS WHEREOF, the parties have signed and delivered this Termination Agreement on the day and the year set forth above.

CITY OF MOUNT VERNON, NEW YORK

By: _____
Name: Hon. Shawyn Patterson-Howard
Title: Mayor

QWEST LLC

By: _____
Name:
Title:

ACKNOWLEDGMENT

STATE OF NEW YORK
COUNTY OF WESTCHESTER

On the ____ day of May in the year 2025, before me, the undersigned, a Notary Public in and for said state, personally appeared, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

STATE OF NEW YORK SS:
COUNTY OF NEW YORK

On the ____ day of May in the year 2025, before me, the undersigned, a Notary Public in and for said state, personally appeared personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Schedule A

7-11 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 21)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as Lot No. 169 as shown on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records on May 1, 1852 as Map No. 151, which said premises are more fully described in Deed dated October 10, 1997 and recorded April 22, 1999 in Liber 12278 page 236, being more particularly bounded and described as follows:

BEGINNING at a point on the easterly side of Macquesten Parkway North, said point being northerly 80.24 feet from the intersection of the easterly side of Macquesten Parkway North and the northerly side of Mount Vernon A venue;

RUNNING THENCE northerly along the easterly side of Macquesten Parkway North 80.24 feet;

RUNNING THENCE easterly 100.00 feet;

RUNNING THENCE southerly 80.24 feet;

RUNNING THENCE westerly 100.00 feet to the point or place of BEGINNING.

25 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 24)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as the southwesterly one-half of Lot 172 on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records on May 1, 1852 as Map No. 151, which said premises are more fully described in deed dated October 28, 1997 and recorded April 22, 1999 in Liber 1227 page 201.

29 NORTH MACQUESTEN PARKWAY, MT. VERNON, NY 10552 (BLOCK 1073, TAX LOT 25)

ALL that certain plot, piece or parcel of land situate, lying and being in the City of Mount Vernon, County of Westchester and State of New York, being known and designated as the northerly half of Lot 172 on a certain map entitled, "Map of West Mount Vernon, lying in the Town of Eastchester, County of Westchester and State of New York", made by Gustavus A. Sacchi dated June 27, 1851 and filed in the Office of the Clerk of the County of Westchester, Division of Land Records, on May 1, 1852 as Map No. 151, which said premises are more fully described in Deed dated October 28, 1997 and recorded April 22, 1999 in Liber 12278 page 216.



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 -1376

Agenda Date: 5/14/2025

Agenda #: 23.

City Council:

AN ORDINANCE AUTHORIZING THE AMENDMENT OF ORDINANCE NO. 16, ADOPTED BY THE CITY COUNCIL ON NOVEMBER 13, 2024, ENTITLED "AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION FOR A CORRECTION FOR THE TAX YEARS 2023 AND 2024 FOR CITY, COUNTY, AND SCHOOL TAX BILLS AND DIRECTING THE COMPTROLLER TO ISSUE A REFUND/CREDIT TO METRO GREEN REALTY OF WESTCHESTER, LLC / O OAK STREET - (BLOCK 164.68-1055-19) DUE TO A CORRECTION OF ERROR)

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

Section 1. The first decretal paragraph, and Section 2 of Ordinance No. 16, adopted by the City Council on November 16, 2024, entitled "AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION FOR A CORRECTION FOR THE TAX YEARS 2023 AND 2024 FOR CITY, COUNTY, AND SCHOOL TAX BILLS AND DIRECTING THE COMPTROLLER TO ISSUE A REFUND/CREDIT TO METRO GREEN REALTY OF WESTCHESTER, LLC / O OAK STREET - (BLOCK 164.68-1055-19) DUE TO A CORRECTION OF ERROR)" is hereby amended as follows:

Whereas, by letter dated [October 8, 2024] May 9, 2025, the Commissioner of the Department of Assessment has requested legislation to amend Section 2 of Ordinance No. 16, adopted by the City Council on November 13, 2024, advised the City Council that due to a Correction in Error, Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550 for City, County, and School Tax Assessment for Block - 164.68-1055-19 on the Assessment Rolls for the following years warrants a correction and refund in the following amounts because there was an error in the essential facts and incorrectly assessed valuation, due to the parcel being within two (2) municipalities and the percentage in Mount Vernon was miscalculated on the 2023 final assessment roll for the 2024 tax year, which now warrants a correction in the following amounts for the tax year 2024: \$7,518.90 (City tax), \$2,880.45 (County tax) and \$14,350.50 (School tax); and

Whereas, this refund/credit is due to Metro Green Realty of Westchester, LLC because there was an error in the essential facts and an incorrectly assessed valuation due to the parcel being within two (2) municipalities and the percentage in Mount Vernon was miscalculated on the 2023 final assessment roll for the 2024 tax year; **Now, Therefore, Be It Resolved That**

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

Section 1. **Authorization to Execute Application for Correction.** The Mayor is hereby authorized to execute an application for correction to the 2023 Assessment Roll for the City, County, and School Tax Roll for Block - 164.68-1055-19 on the Tax Assessment Map, parcel being owned by Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550 to indicate the correction herein.

Section 2. **Authorization to Issue Refund/Credit.** The Comptroller is hereby authorized and directed to issue a refund/credit to be satisfied in Budget Code A1964-492 in the total amount of \$7,518.90 (City tax) [\$24,749.85 (City, County, and School Tax)] to Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550, Block - 164.68-1055-19, which shall correct the City, County, and School tax bills for the 2024 Tax Years. The County and School Districts are responsible for issuing their respective refunds to Metro Green Realty of Westchester, LLC.

Section 3. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.

New matter underlined

Deleted matter in brackets []



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

May 9, 2025

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

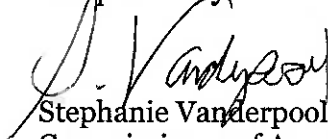
Re: *Amendment to Section 2 of Ordinance No. 16 adopted November 13, 2024 as follows*

Dear honorable City Council Members:

I am requesting to amend Section 2 of Ordinance No. 16 adopted November 13, 2024 as follows: The Comptroller is hereby authorized and directed to issue a refund/credit to be satisfied bn Budget Code A1964-492 in the amount of \$7,518.90 (City tax) [\$24,749.85].

If this meets the approval of your Honorable Body, would you kindly have the necessary legislation enacted.

Respectfully submitted,


Stephanie Vanderpool
Commissioner of Assessment
City Hall- One Roosevelt Square
Mount Vernon, Ny 10550
Email SVanderpool@mountvernonny.gov

CC: Mayor office
Corporation Counsel
Comptroller's Office
Office file

ICT 23 2024

12

NOT
ADOPTED

NOV 13 2024

16

AN ORDINANCE AUTHORIZING THE MAYOR TO
EXECUTE AN APPLICATION FOR A CORRECTION
FOR THE TAX YEARS 2023 AND 2024 FOR CITY,
COUNTY AND SCHOOL TAX BILLS AND DIRECTING
THE COMPTROLLER TO ISSUE A REFUND/CREDIT
TO METRO GREEN REALTY OF WESTCHESTER,
LLC / O OAK STREET - (BLOCK 164.68-1055-19)
DUE TO A CORRECTION OF ERROR)

Whereas, by letter dated October 8, 2024, the Commissioner of the Department of Assessment advised the City Council that due to a Correction in Error, Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550 for City, County, and School Tax Assessment for Block - 164.68-1055-19 on the Assessment Rolls for the following years warrants a correction and refund in the following amounts because there was an error in the essential facts and incorrectly assessed valuation, due to the parcel being within two (2) municipalities and the percentage in Mount Vernon was miscalculated on the 2023 final assessment roll for the 2024 tax year, which now warrants a correction in the following amounts for the tax year 2024: \$7,518.90 (City tax), \$2,880.45 (County tax) and \$14,350.50 (School tax); and

Whereas, this refund/credit is due to Metro Green Realty of Westchester, LLC because there was an error in the essential facts and an incorrectly assessed valuation due to the parcel being within two (2) municipalities and the percentage in Mount Vernon was miscalculated on the 2023 final assessment roll for the 2024 tax year; Now, **Therefore, Be It Resolved That**

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

Section 1. **Authorization to Execute Application for Correction.** The Mayor is hereby authorized to execute an application for correction to the 2023 Assessment Roll for the City, County, and School Tax Roll for Block - 164.68-1055-19 on the Tax Assessment Map, parcel being owned by Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550 to indicate the correction herein.

Section 2. **Authorization to Issue Refund/Credit.** The Comptroller is hereby authorized and directed to issue a refund/credit to be satisfied in Budget Code A1964-492 in the total amount of \$24,749.85 (City, County, and School Tax) to Metro Green Realty of Westchester, LLC, 0 Oak Street, Mount Vernon, NY 10550, Block - 164.68-1055-19, which shall correct the City, County, and School tax bills for the 2024 Tax Years.

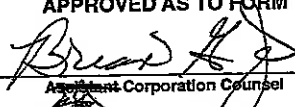
Section 3. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.

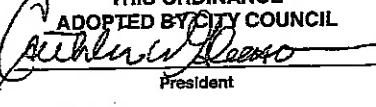
Vote Taken As Follows: 11/13/2024

Boxhill: Yea Browne: Yea
Poteat: Yea Thompson: Yea
Gleason: Abstain Ordinance Adopted


Vote Taken As Follows: 10/23/2024

Boxhill: Yea Browne: Yea
Poteat: Yea Thompson: Absent
Gleason: Abstain Ordinance Not Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

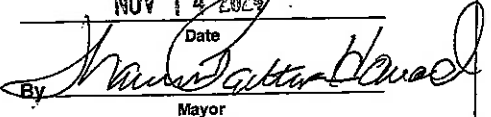
THIS ORDINANCE
ADOPTED BY CITY COUNCIL

President


Councilperson

ATTEST:

Deputy City Clerk

APPROVED

Dept. _____

APPROVED
NOV 14 2024
Date

By _____
Mayor

16



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 -1416

Agenda Date: 5/28/2025

Agenda #: 24.

City Council:

**AN ORDINANCE AMENDING THE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF MOUNT VERNON AND
LABELLA ASSOCIATES, DPC, TO ADD CONSULTING
SERVICES FOR PLANNING BOARD REVIEW**

Whereas, by letter dated May 20, 2025, the Commissioner of the Department of Planning & Community Development has requested authorization for Mayor to execute an amendment to the existing Professional Services Agreement between the City of Mount Vernon and LaBella Associates, DPC, to include consulting services for Planning Board review, in accordance with Article XVII of the Rules of Procedure for the Planning Board; and

Whereas,

the City of Mount Vernon has entered into a Professional Services Agreement with LaBella Associates, DPC (“LaBella”) for various planning, engineering, and environmental services; and

Whereas, Article XVII of the Rules of Procedure for the City of Mount Vernon Planning Board authorizes the Board to retain consultants and/or experts necessary to assist in the review and evaluation of land use applications; and

Whereas, the same Rules of Procedure provide a framework for the funding of such consulting services through escrow accounts established by applicants; and

Whereas, the Planning Board is currently reviewing a subdivision application for 55 Pondfield Parkway and has determined that the assistance of a professional planning consultant is necessary to ensure a thorough and timely review of the application; and

Whereas, the Department of Planning and Community Development has requested that LaBella provide a change order to include such services, which will be reviewed by the Law Department and submitted for approval by the Mayor and City Council; and

Whereas, it is in the best interest of the City of Mount Vernon to amend the existing Professional Services Agreement with LaBella to include such consulting services to avoid delays and facilitate responsible development and land use planning; **Now, Therefore, Be It Resolved That**

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

Section 1. Amendment to Professional Services Agreement. The City Council hereby authorizes and directs the Mayor to execute an amendment to the existing Professional Services Agreement between the City of Mount Vernon and LaBella Associates, DPC, to include consulting services for Planning Board review, in accordance with Article XVII of the Rules of Procedure for the

Planning Board.

Section 2. Consulting Scope and Funding. Said consulting services shall include, but not be limited to, technical review of land use applications, preparation of reports or recommendations to the Planning Board, attendance at meetings when necessary, and related services. All costs for said consulting services shall be reimbursed by project applicants through escrow accounts established in accordance with Planning Board procedures.

Section 3. Immediate Need - 55 Pondfield Parkway. LaBella Associates, DPC shall be authorized, upon execution of the amendment and establishment of the required escrow account, to proceed with the scope of work prepared for the current subdivision application for 55 Pondfield Parkway, as well as for future applications requiring Planning Board review assistance.

Section 4. Severability. If any section, clause, or provision of this Ordinance shall be deemed invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect any other section, clause, or provision of this Ordinance.

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



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

May 20, 2025

VIA EMAIL:

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

RE: Request for the City Council to enact legislation to amend the Professional Services Agreement between LaBella Associates, DPC and the City of Mount Vernon to add consulting services for Planning Board review. For consideration on the agenda at the May 28th, 2025 City Council meeting.

Honorable City Council Members:

I am writing to respectfully request for the City Council to enact legislation amend the Professional Services Agreement between LaBella Associates, DPC and the City of Mount Vernon to add consulting services for Planning Board review.

As per Article XVII of the Rules of Procedure for the City of Mount Vernon Planning Board, "The Board may hire any consultant and/or expert necessary to assist the Board in reviewing and evaluating an application." The Rules of Procedure go on to establish a method of payment for these consultant services using an escrow account funded by a project applicant.

The Planning Board is currently in need of consultant services to assist in their review of a subdivision application for 55 Pondfield Parkway and it would be beneficial to both the Planning Board and future applicants to have a consultant in place who can provide these services in relatively short order once the Planning Board identifies an application that is in need of additional review.

The Department of Planning and Community Development has requested LaBella to prepare a change order that will be reviewed by the Law Department prior to the May 28th, 2025 City Council meeting. If approved by the Mayor and City Council, this will allow LaBella to proceed with the scope of work that has already been prepared for the current application before the Planning Board (55 Pondfield Parkway) as well as future applications.

We thank the City Council for its consideration with this matter. It is critical for PCD to be able to help process and resolve matters before the City's land use boards as expeditiously as possible so as to not impede the future growth of the City or cause unnecessary delays for applicants before our Boards. I am available to address any questions or concerns you may have regarding this request.

Sincerely,

JAMES RAUSSE, FAICP, WEDG





PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff
Brian Johnson, Corporation Counsel
City Planning Board Commissioners



May 22, 2025

Patrick Holder, AIA
Commissioner of Planning
City of Mount Vernon
1 Roosevelt Square Room 210
Mount Vernon, New York 10550

Re: **Technical Services Change Order No. 2**
55 Pondfield Parkway Environmental Studies
City of Mount Vernon, Westchester County, New York
LaBella Project #2232238

Commissioner Holder:

LaBella Associates, D.P.C. (LaBella) is providing this Technical Services Change Order (TSCO) for services associated with a project site located at 55 Pondfield Parkway (~0.46 acres on Tax Parcel ID 159.71-2253-1) in the City of Mount Vernon, Westchester County, New York ("Site"). LaBella will assess the property located at 55 Pondfield Parkway and will review potential impacts as well as impacts to the adjacent Hunts Woods Park, as described below. Please refer to the attached map. This TSCO is prepared in response to the request for services outside of the original scope described in our proposal dated February 28, 2023.

Our original proposal and fee for professional services for building plan review included review of the reviews for building permit applications for various addresses as assigned by the City under project 2232238.02.

The additional Project I the Fee and Time Schedule Table below reflects what has been requested by the City for a proposed subdivision of a single lot. It is LaBella's understanding that a proposed subdivision of the lot (into two 10,000 square foot lots) is proposed, and the Mount Vernon City Planning Board has established itself as the Lead Agency pursuant to SEQR for the proposed subdivision. The Project entails the subdivision as well as the demolition of the existing house on the lot in order to construct two new houses. In order for the City to make a determination of significance as part of the SEQR review, a habitat study must be conducted. It is noted that a previous assessment had been completed by another outside consultant; however, the study was deemed insufficient for the City's needs. In order to assist the City of Mount Vernon, LaBella proposes the following Scope of Work for the Project described above.

Rate Schedule Summary Table

The project will be invoiced in accordance with the Rate Schedule provided with this TSCO. Invoices will be issued monthly for all services performed during that month and are payable upon receipt. LaBella will make its best effort to complete all of the identified tasks within the overall estimated project budget. It is possible that it will be necessary to exceed these amounts in order to complete the scope of services for the project. We will not exceed the total estimated fee without obtaining written authorization from you.

Authorization

We appreciate this opportunity to continue supporting the City of Mount Vernon and look forward to our continued collaboration on this project. If the above is acceptable, please sign below and return. If you have any comments, questions, or require additional information, please do not hesitate to reach out.

Respectfully submitted,

LABELLA ASSOCIATES, D.P.C.



Meredith Ellis, PWS, CE
Permitting & Compliance Manager

City of Mount Vernon Approval

By: _____

Name _____

Title _____

Date: _____

Scope of Work

Phase 1 – Depth to Bedrock: LaBella will coordinate with the Applicant's excavator contractor to perform test pit explorations across the planned areas of redevelopment to identify the depth of bedrock and its rip ability. A LaBella geotechnical staff member will oversee the test pits, which we estimate to take up to 6 hours. At the completion of the field work, LaBella will prepare a bedrock summary table and location plan.

Utilizing the redevelopment layout for the two residences and utility alignments, LaBella will estimate the quantity of the bedrock to be removed. Additionally, we will coordinate with the Applicant to determine their methods of rock removal and provide our opinion on noise and vibration levels. With an initial assumption that all bedrock will be removed from the site, we will provide an estimated number of truck trips.

Phase 2 – Impacts to Habitat, Flora, and Fauna: It is noted that the Project Applicant (landowner) previously hired an outside consultant who completed a very baseline habitat assessment report. LaBella will review this report and review the public comments made pertaining to wildlife and habitat, as provided in the RFP.

LaBella will submit protected Species screenings to the pertinent State and Federal Agencies. Correspondence with the USFWS will be completed through the Information, Planning, and Conservation (IPaC) system to identify any federally-listed species associated with or in the vicinity of the Site. The NYSDEC Resource mapper will be consulted to determine any state-listed species occurrences within the vicinity of the Site, and correspondence will be initiated with the New York Natural Heritage Program (NYNHP) if necessary through a NYNHP information request. Habitat surveys or presence/absence surveys for any species flagged for the Site are not included with this Scope of Work, however the preliminary screenings will provide information on the potential for protected species.

Once the growing season starts and vegetation is emerging, LaBella will schedule one site visit to review the property and complete a brief walkover of the adjoining Hunts Woods. The area of Hunts Woods that will be reviewed will be in the vicinity of the property (east and immediately north of the site- ie, northern portion of tax parcel 159.80-2252-6) and will not include the entire park. LaBella will complete a baseline habitat assessment within the Study Area. Plant species and dominant covertsypes will be recorded, along with observations (or signs of) wildlife while onsite. Species specific surveys are not included under this scope of work.

LaBella will prepare a habitat assessment report that includes the results of the Protected Species Screening completed in the Project Area, including likelihood of potential species, a description of existing habitats, observations of any wildlife (or signs of wildlife), and a photo log documenting the surveyed area. The report will briefly review the list of wildlife species that neighbors provided, and an assessment of potential for impact that the proposed project may have on wildlife and habitats, based on LaBella's professional opinion.

Phase 3 – Hazardous Materials Testing Related to Demolition:

LaBella's environmental team will perform a comprehensive assessment of the existing residential structure to identify hazardous materials that could be encountered during building demolition. Our assessment will seek to identify suspect asbestos-containing materials (ACM), lead-based paint (LBP), PCB-containing materials and equipment, and Mercury-containing equipment. The inspection will include all accessible areas of the building.

An estimate of the number of required samples has been prepared without detailed knowledge of the building. The final number of samples collected will be determined by the number of homogenous building materials identified in accordance with federal and state regulations and may therefore vary from the

estimate provided. To establish an initial budget, the following sample analyses/rental fees have been included in the hazardous material reimbursable fee:

- 50 PLM friable (ELAP 198.1)
- 65 PLM non-friable (ELAP 198.6)
- 50 TEM (ELAP 198.4)
- 3 PCB (SW846 8082)
- 2 Paint Chip Samples (EPA 7000B)
- 1 Day XRF Rental

A final report will be prepared for the project. The report will list confirmed ACM(s) by homogeneous area, describe locations, condition, and provide approximate quantities. The report will also describe locations of other hazardous material items observed. Drawings will be prepared to record sample locations, although drawings may not be to scale. A photolog showing representative Site conditions and the general location of confirmed materials will also be provided.

Assumptions and Exclusions:

- The City of Mount Vernon will provide access to the original and most currently available building plans in print and electronic formats for review and scanning.
- Inspection and collection of bulk samples of suspect RBMs will be limited to those materials readily accessible. Spaces concealed by walls, floors, ceilings, etc. requiring access by demolition or other destructive means will not be investigated for safety reasons and to prevent damage to building components. The presence of such spaces and the need for destructive investigation will be documented in the final report. No attempt will be made to observe conditions in spaces not generally accessible, including but not limited to crawlspaces, pipe chases, plenums or confined spaces.
- Testing of accessible roofing is included in this scope of work. Roof sampling can compromise the integrity of roofing systems. Roof sampling resulting in roof penetrations will be repaired by LaBella using trowel-grade, non-asbestos roofing cement. Such patching typically lasts more than a year, but no warranty is provided. *Membrane roof systems require special patching and coordination with a professional roofing service. LaBella will coordinate professional patching service should it be necessary, and upon approval of the owner. The additional fee associated with proper patching of a membrane roof is not included in this proposal.*

Phase 4 – Water Usage and Wastewater Impacts: Utilizing the Manual of Water Supply Practices M22 Sizing Water Service Lines and Meters, latest edition developed by the American Water Works Association (AWWA), LaBella will calculate the residential per-home peak flow consumption rate. This rate will be used to determine the total amount of consumption required for both houses.

Utilizing the New York State Design Standards for Intermediate Sized Wastewater Treatment Systems, latest edition developed by the New York State Department of Environmental Conservation (NYSDEC), Division of Water, LaBella will calculate the residential per-home effluent loading generated. This calculated effluent loading will be used to determine the total amount of effluent discharge required for both houses.

Phase 5 – Water Quality Impacts for Laurel Brook: LaBella will review existing data regarding the fecal coliform levels in Laurel Brook that exceed acceptable levels. If, during this review, fecal coliforms generated by the development of these parcels are anticipated to be greater than 200 colonies per 100 milliliter sample, LaBella will develop a protocol for sampling.

Exclusions:

- Development of the sampling protocol is excluded from this phase. Should the sampling protocol be required, LaBella will prepare a Contract Modification request.

Exclusions and Assumptions

The Scope excludes: wetland delineations; wetland delineation reporting/memos; State Environmental Quality Review Act (SEQRA) reviews; historic or archaeological reviews with the State Historic Preservation Office (SHPO); Rare, Threatened and Endangered (RTE) species habitat assessments or presence/absence surveys, permitting associated with RTE species; and regulatory agency coordination. Representation at town meetings is not included under this scope of work but can be a provided service as a change order if required.

- LaBella reserves the right to postpone fieldwork given significant precipitation the prior 24 hours to allow the Site to drain. In the event of snow, LaBella reserves the right to postpone the delineation fieldwork until the snow cover has melted, and the vegetation on the ground is clearly visible at the Site. The habitat assessment will be scheduled during the growing season.
- It is assumed Mount Vernon will coordinate access to the property for LaBella's site visits.

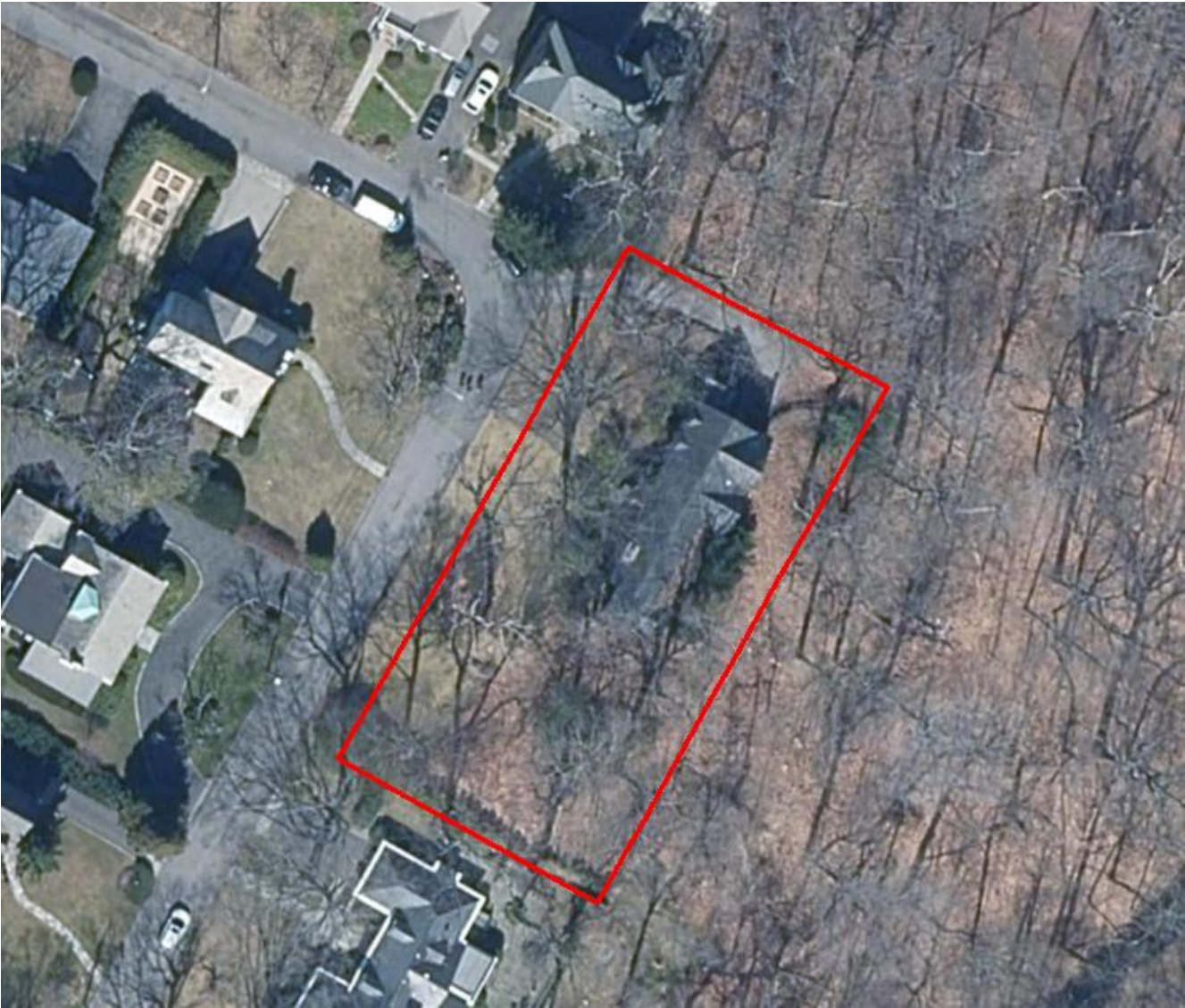
Fee

LaBella proposes a Lump Sum budget in the amount of **\$23,750** to complete the Scope of Work. The proposed Phase budget amount listed in Table 1 below. These cost estimates are valid for 90 days (August 20, 2025).

Table 1. Proposed Lump Sum Budget, by Phase.

Phase	Cost (USD)
Phase 1 – Depth to Bedrock	\$4,500
Phase 2 – Impacts to Habitat, Flora, and Fauna	\$3,500
Phase 3 – Hazardous Materials Related to Demolition	\$8,500
Phase 4 – Water Usage and Wastewater Impacts	\$5,000
Phase 5 - Water Quality Impacts for Laurel Brook	\$2,250
TOTAL PROPOSED LUMP SUM BUDGET:	\$23,750

Project Study Area Map





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 -1418

Agenda Date: 5/28/2025

Agenda #: 25.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A LETTER OF COMMITMENT WITH ARUP IN SUPPORT OF A NATURAL CARBON SOLUTIONS INNOVATION CHALLENGE SPONSORED BY NYSERDA

Whereas, by letter dated May 20, 2025, the Commissioner of the Department of Planning & Community Development has requested authorization for Mayor to execute a Letter of Commitment with ARUP, in substantially the same form as presented to the Council, to support ARUP's submission to NYSERDA's Natural Carbon Solutions Innovation Challenge and participate in the Urban Heat Island Mitigation Study; and

Whereas, the City of Mount Vernon recognizes the increasing challenges posed by climate change, including the Urban Heat Island (UHI) effect that disproportionately affects urban areas with limited green space and higher average temperatures; and

Whereas, ARUP, an internationally recognized environmental and engineering consulting firm, is preparing a grant application to the New York State Energy Research and Development Authority (NYSERDA) as part of its Natural Carbon Solutions Innovation Challenge; and

Whereas, the proposed project seeks to develop a web-based application capable of conducting cost-benefit analyses to support municipal infrastructure investments aimed at reducing the effects of UHI through strategies such as tree planting, green infrastructure, and cool roofing; and

Whereas, ARUP has invited the City of Mount Vernon to participate as a partner community, providing local data, engaging in stakeholder workshops, and helping to ensure that the proposed model reflects the unique conditions and needs of Mount Vernon; and

Whereas, participation in this project does not impose any financial obligation on the City of Mount Vernon, but offers valuable access to technical expertise, analytical tools, and actionable insights to support equitable and effective environmental decision-making; and

Whereas, the City's Departments of Planning and Community Development and Public Works have reviewed the project proposal and expressed their support for the City's involvement; and

Whereas, the City Council finds that this collaboration aligns with Mount Vernon's climate resilience goals and supports current planning initiatives, including the Comprehensive Plan update and capital improvement efforts; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The City Council hereby authorizes the Mayor to execute a

Letter of Commitment with ARUP, in substantially the same form as presented to the Council, to support ARUP's submission to NYSERDA's Natural Carbon Solutions Innovation Challenge and participate in the Urban Heat Island Mitigation Study.

Section 2. Non-Financial Participation. The City's participation in this initiative shall *not* require any financial contribution or expenditure of funds. The City's role will be limited to providing relevant data, engaging in project-related workshops, and offering input to ensure local applicability of the tools developed.

Section 3. Further Actions. The Mayor, or his designee, is authorized to undertake all administrative actions necessary and appropriate to effectuate the intent of this ordinance, including providing any documentation or cooperation required by ARUP or NYSERDA to facilitate the City's participation.

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



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

May 20, 2025

VIA EMAIL:

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

RE: Request for the City Council to enact legislation to authorize the Mayor to execute a Letter of Commitment with ARUP, to collaborate on a Natural Carbon Solutions Innovation Challenge sponsored by NYSERDA. For consideration on the agenda at the May 28th, 2025 City Council meeting.

Re: Authorization for the Mayor to Sign a Letter of Commitment with ARUP for Urban Heat Island Mitigation Study.

Honorable City Council Members:

I am writing to respectfully request that the City Council enact legislation authorizing the Mayor to sign a Letter of Commitment with ARUP, an international environmental and engineering consulting firm, to support their submission of a grant application focused on mitigating the Urban Heat Island (UHI) effect in urban communities.

ARUP is pursuing funding to develop a web-based application designed to conduct cost-benefit analyses for infrastructure investments aimed at reducing the impacts of Urban Heat Island conditions. As part of this study, the City of Mount Vernon would serve as a partner community, providing data and participating in project workshops to ensure the model reflects local conditions and needs. The platform would enable municipalities like Mount Vernon to make informed decisions about environmental investments, such as tree planting, green infrastructure, and cool roofing.

This project aligns closely with Mount Vernon's ongoing efforts to improve climate resilience, particularly in areas most affected by rising temperatures and limited access to green space. The Departments of Planning and Community Development and Public Works have reviewed ARUP's proposed approach and support the City's participation in this effort. We believe this collaboration offers substantial community benefits, including access to technical expertise, tools to prioritize equitable investments, and insights that can be incorporated into our ongoing Comprehensive Plan update and capital planning efforts.

We respectfully request that the City Council adopt legislation authorizing the Mayor to sign the necessary Letter of Commitment, which does not impose any financial obligation on the City but affirms our interest in participating in this innovative research partnership.

We appreciate your consideration of this request and stand ready to provide additional information or respond to any questions you may have.





PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

Sincerely,

JAMES RAUSSE, FAICP, WEDG

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff



ARUP and City of Mount Vernon

Natural Carbon Solutions Innovation Challenge Collaboration

This partnership will prepare and allow the City to accomplish the following:

Establishing Urban Heat Vulnerability Zones (UHVZs) in Mount Vernon, NY would provide a data-driven framework to identify and prioritize neighborhoods most at risk from extreme heat due to environmental and social factors. These zones would enable the City to efficiently allocate resources—such as tree planting, cooling infrastructure, and community outreach—while protecting vulnerable populations like seniors, children, and low-income residents from heat-related illnesses. By highlighting systemic disparities, UHVZs promote environmental equity and support inclusive, climate-resilient planning that centers historically underserved communities. Additionally, the designation of UHVZs would strengthen Mount Vernon’s eligibility for state and federal climate resilience and environmental equity grants, enhance cross-departmental coordination, and attract partnerships with nonprofits, schools, and other stakeholders. UHVZs would also serve as a critical guide for future development, helping to shape zoning decisions, green infrastructure investments, and land use policies that reduce heat exposure and enhance community resilience. Most importantly, these zones would provide a measurable structure for tracking progress, increase public awareness, build community trust, and reinforce Mount Vernon’s long-term commitment to health, equity, and sustainability.

Link to NYSERDA Natural Carbon Solutions Innovation Challenge:

<https://portal.nyserda.ny.gov/servlet/servlet.FileDownload?file=00P8z000004P8TJEA0>

By email
May 21, 2025

Ziggy Majumdar
NYSERDA
natcarbon@nyserda.ny.gov

Mayor Shawyn Patterson-Howard
City of Mount Vernon

Dear Mr. Majumdar,

Letter of Commitment

PON 5180: Natural Carbon Solutions Innovation Challenge – Nature-Based Approaches for Passive Cooling

On behalf of the City of Mount Vernon, I am providing this Letter of Commitment to participate in the above-named project in partnership with Arup. We are interested to explore the application of their tools for planning the deployment of green infrastructure and passive measures to mitigate the urban heat island effect, and we recognize the potential of their tools to enhance decision-making in project prioritization and impact assessment. This initiative complements our ongoing efforts to improve our communities' resilience to extreme heat, including through the implementation of green infrastructure programs.

We will engage as stakeholders in interviews and workshops facilitated by Arup to identify how their tools can be improved to support our planning and impact tracking processes. We will also contribute to the development of a Phase 2 project design that allows us to employ these tools in our community.

We look forward to collaborating on this important effort.

Yours sincerely

Mayor Shawyn Patterson-Howard

Date

April 16, 2025

Adam Jaffe

Senior Engineer

d +1-212-897-1355

e adam.jaffe@arup.com



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 -1431

Agenda Date: 6/11/2025

Agenda #: 26.

City Council:

AN ORDINANCE AUTHORIZING THE DEPARTMENT OF RECREATION TO CO-SPONSOR THE SICKLE CELL SYMPOSIUM WITH MONTEFIORE

Whereas, in a letter dated May 28, 2025, the Deputy Commissioner of the Department of Recreation formally requested authorization for said Department to co-sponsor the Sickle Cell Symposium with Montefiore, to be held on Wednesday, June 18, 2025, from 5:00 p.m. to 7:00 p.m. at the Doles Recreation Center; and

Whereas, the City of Mount Vernon recognizes the importance of increasing public awareness and education about sickle cell disease, a serious hereditary blood disorder that disproportionately affects communities of color; and

Whereas, the Department of Recreation has proposed to co-sponsor a Sickle Cell Symposium in collaboration with Montefiore to educate residents about sickle cell disease, available treatment options, and how to care for individuals experiencing a sickle cell crisis; and

Whereas, the event will be free and open to the public, and there will be no cost to the City for this co-sponsorship; and

Whereas, the City Council finds that co-sponsoring this symposium is in the public interest and serves to promote community health and wellness; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Co-Sponsor Event. The City Council hereby authorizes the Department of Recreation to co-sponsor the Sickle Cell Symposium with Montefiore, to be held on Wednesday, June 18, 2025, from 5:00 p.m. to 7:00 p.m. at the Doles Recreation Center.

Section 2. Purpose of Event. The Sickle Cell Symposium shall be designed to educate the public on sickle cell disease, including how to manage care during a sickle crisis, and to provide updates on recent advances in treatment.

Section 3. Cost to City. There shall be *no* cost to the City of Mount Vernon associated with this event. Any required staffing, promotional materials, or logistical support shall be provided in kind by the Department of Recreation and Montefiore.

Section 4. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council.



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

May 28, 2025

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

Re: Sickle Cell Symposium

Dear Honorable Councilmembers,

The Department of Recreation requests that the City Council enact legislation enabling us to co-sponsor the Sickle Cell Symposium with Montefiore. The symposium will take place Wednesday, June 18th at the Doles Recreation Center from 5-7pm.

The Sickle Cell Symposium aims to provide information about sickle cell disease and how to take care of someone who is experiencing a sickle crisis. It will also provide information on new treatments that have been developed in the past year.

There will be no cost to the City for this event.

If you have any further questions or concerns regarding this correspondence, please do not hesitate to contact the department at 914-665-2420.

Sincerely,

André G. Early
Deputy Commissioner

cc: Office of the Mayor
Office of the Comptroller
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 -1234

Agenda Date: 5/14/2025

Agenda #: 27.

City Council:

AN ORDINANCE AUTHORIZING THE AMENDMENT OF CHAPTER 267 - ZONING OF THE CODE OF THE CITY OF MOUNT VERNON TO PERMIT AND REGULATE INDOOR RECREATION AND AMUSEMENT FACILITIES

Whereas, in a letter dated February 24, 2025, the Commissioner of the Department & Community Development formally requested authorization to amend Chapter 267 - Zoning of the Code of the City of Mount Vernon as indicated below; and

Whereas, the City of Mount Vernon recognizes the need to modernize its zoning regulations in response to evolving commercial and recreational trends, particularly the nationwide emergence of indoor recreation and amusement facilities; and

Whereas, indoor recreation and amusement facilities-offering attractions such as trampolines, laser tag, virtual reality games, go-karts, and climbing walls-are increasingly filling vacant commercial and light industrial spaces left behind by large-format retailers; and

Whereas, Fun City Adventure Park, a nationally operating indoor recreation provider, has expressed interest in locating a facility at the vacant Bed Bath & Beyond site on Sanford Boulevard, a well-suited location given its public transportation access and existing infrastructure; and

Whereas, the City's Department of Planning and Community Development has identified a significant local demand for family-friendly indoor recreational options during its Comprehensive Plan Community Conversations; and

Whereas, such facilities have the potential to enhance the City's economy, repurpose underutilized buildings, and expand recreational opportunities for residents of all ages; and

Whereas, the City Council finds it in the best interests of the public health, safety, and general welfare to permit and regulate indoor recreation and amusement facilities by amending the City Zoning Code; **Now, Therefore, Be It Resolved That**

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

Section 1. Amendment to Chapter 267 - Zoning. Chapter 267 of the Code of the City of Mount Vernon is hereby amended as follows:

§267-2. Definitions. Add the following definition in appropriate alphabetical order:

“Recreation or Amusement Facility, Indoor” - A building and site designed and equipped for recreation, amusement, and leisure-time activities that are completely located inside a building,

including but not limited to, bowling, go-karting, slot-car racing, amusement devices, miniature golf, sports/batting cages, laser tag, climbing walls, trampolines, rope courses, arts and crafts activities, games of deduction (e.g., treasure hunts, escape rooms), virtual reality, and other similar activities. This use includes associated instructional classes. Retail, food, and beverage sales associated with any such uses shall be deemed an accessory use. This definition shall not include health and athletic membership clubs, firearm discharge facilities, or any uses where access is prohibited by law to one or more age groups. All such facilities shall also comply with applicable provisions of Chapter 84 - Amusements.

Section 2. Permitted Uses. Indoor Recreation or Amusement Facilities shall be permitted as a principal permitted use in the following zoning districts:

- **CB** - Commercial Business District
- **I** - Industrial District
- **LI-7.5** - Landscaped Industrial District

Relevant sections of the Zoning Code shall be updated accordingly to reflect this change.

Section 3. Off-Street Parking Requirements. The off-street parking requirements for Indoor Recreation or Amusement Facilities shall be determined on a case-by-case basis during site plan review.

Applicants shall be required to submit a parking demand analysis that includes:

- Data from the Institute of Traffic Engineers (ITE) or similar industry standards;
- Field observations or counts, if available;
- Any other source material deemed appropriate by the Planning Board.

Final parking requirements shall be determined by the Planning Board in consultation with the Department of Planning and Community Development.

Section 4. Severability. If any clause, sentence, paragraph, section, or part of this Ordinance 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, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 5. Effective Date. This Ordinance shall take effect immediately upon filing with the Office of the Secretary of State of New York, pursuant to the Municipal Home Rule Law.



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

February 24, 2025

VIA EMAIL:

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

RE: Request for the City Council to enact legislation to update the City Municipal Code to permit and regulate indoor recreation and amusement uses. For consideration on the agenda at the March 12, 2025 City Council meeting.

Honorable City Council Members:

I am writing to respectfully request for the City Council to enact legislation to update the City Municipal Code to permit and regulate indoor recreation and amusement uses. This would require an amendment to *Chapter 267 – Zoning*.

Fun City Adventure Park, which has locations nationwide, has approached the City of Mount Vernon to explore an opportunity to open a location in Mount Vernon. Fun City is interested in taking over the vacant Bed Bath and Beyond location on Sandford Boulevard, which would be an ideal property given its location, and the fact that it is an existing space that already has adequate structured parking and is directly served by Bee-Line buses.

The general trend of large-format retail closures, which has impacted many municipalities, has created an opportunity for indoor recreation and amusement uses. The increase in these types of uses is another trend that appears to be occurring throughout the Northeast, perhaps in response to a market demand for recreational experiences that can be obtained regardless of the time of day or weather. These businesses can offer a range of recreational experiences including trampolines, video arcades, laser-tag, parkour courses, rock-climbing walls, bowling lanes, go-karts, miniature golf, virtual-reality arcades and other types of uses. Local examples of these types of businesses can be found in New Rochelle (Sky Zone Trampoline Park), Pelham Manor (Dave & Busters), White Plains (5th Dimension Virtual Reality), Greenburgh (SportTime USA), Yonkers (Chuck E Cheese), Mount Kisco (Grand Prix Racing & Entertainment) and Port Chester (Air Riderz Adventure Park). Most of these local examples are businesses that have taken over spaces that were once occupied by a large-format retail store, or a vacant warehouse or light industrial building. By updating the Municipal Code to permit and regulate indoor recreation and amusement uses, the City of Mount Vernon will be able to take advantage of this trend, and perhaps repurpose some of its larger vacant or underperforming retail or industrial spaces with recreational uses that will add to the City's tax base and provide recreational opportunities to families. The current dearth of these facilities inside the City is a topic that has frequently been mentioned at the Comprehensive Plan Community Conversations that the Department of Planning and Community Development has held in the past several months.

We recommend adopting legislation to allow for indoor recreation and amusement uses under the following zones: CB – Commercial Business, I – Industrial, and LI-7.5 Landscaped Industrial Districts. To accomplish this, we recommend adding the following definition to Chapter 267 – Zoning:

RECREATION OR AMUSEMENT FACILITY, INDOOR

A building and site designed and equipped for recreation, amusement and leisure-time activities that are





PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
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JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

completely located inside of a building, including but not limited to, bowling, go-karting, slot-car racing, amusement devices, miniature golf, sports/batting cages, laser tag, climbing walls, trampolines, rope courses, arts and crafts activities, games of deduction (treasure hunts, escape the room, etc.), virtual reality and other activities. This use shall be deemed to include associated instructional classes. Retail, food and beverage sales associated with any such uses shall be deemed an accessory use. Indoor recreation facilities shall not be deemed to include health and athletic membership clubs, discharge of firearms, or any use where the activity is prohibited by law from being accessible to all age groups. To the extent applicable, the above shall be subject to the provisions of Chapter 84 - Amusements.

We recommend that Recreation or Amusement Facility, Indoor be listed as a principal permitted use in the: CB – Commercial Business, I – Industrial, and LI-7.5 Landscaped Industrial Districts.

We also recommend that parking requirements for Indoor Recreation Facilities be considered on a case-by-case basis during site plan review. While parking requirements are an important consideration, it would be difficult to codify parking requirements on a square foot basis because the size requirements for different types of recreational amenities vary. Instead, we recommend the zoning ordinance require applicants to submit a parking study demonstrating the demand for parking based on data from the Institute of Traffic Engineers (ITE), field data and other appropriate source material. The final determination should be left to the discretion of the Planning Board during site plan review, in consultation with staff from the Department of Planning and Community Development.

We thank the City for your support in addressing the needs in the city. I am available to address any questions or concerns you may have regarding this request.

Sincerely,

JAMES RAUSSE, FAICP, WEDG

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff



19

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF MOUNT VERNON DESIGNATING
ITSELF AS LEAD AGENCY FOR PROPOSED ZONING
AMENDMENTS REGARDING INDOOR AMUSEMENT
USES IN THE CB, LI-7.5, AND I ZONING DISTRICTS,
REFERRING THE AMENDMENTS TO THE CITY
CORPORATION COUNSEL, CITY PLANNING BOARD,
AND WESTCHESTER COUNTY PLANNING BOARD,
AND SCHEDULING A PUBLIC HEARING**

WHEREAS, the City Council of the City of Mount Vernon proposes to amend Chapter 267 (Zoning) of the Code of the City of Mount Vernon ("Code") to permit and regulate indoor amusement uses in the City's CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts in the City of Mount Vernon; and

WHEREAS, the City Council finds that it is necessary and desirable, as a matter of public policy, to permit and regulate indoor amusement uses as special permit uses in the City of Mount Vernon; and

WHEREAS, the City Council, in conjunction with its Staff, prepared a draft "Ordinance to Amend Chapter 267 (Zoning) of the Code of the City of Mount Vernon to Permit and Regulate Indoor Amusement Uses in the CB, LI-7.5, and I Districts" ("Code Amendment"), a copy of which is annexed to this Resolution; and

WHEREAS, the Code Amendment is classified as a Type I Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 ("SEQRA"); and

WHEREAS, the City Council desires to designate itself as Lead Agency for the review of the Code Amendment under SEQRA pursuant to 6 N.Y.C.R.R. Section 617.6(b)(1); and

WHEREAS, the City Council is required to refer the Code Amendment to the Corporation Counsel and Planning Board for their respective reviews and reports pursuant to Section 267-59 of the Code; and

WHEREAS, Section 267-59 of the Code requires the Corporation Counsel and the Planning Board to report its recommendations to the City Council with respect to the Code Amendment within 30 days after referral; and

WHEREAS, the City Council is also required to refer the Code Amendment to the Westchester County Planning Board pursuant to Section 267-62 of the Code, and Section 239-m of the General Municipal Law; and

WHEREAS, the City Council is desirous of scheduling a Public Hearing on the Zoning Amendment for May 14, 2025 pursuant to Section 267-60 of the Code;
NOW, THEREFORE, BE IT

RESOLVED, that the City Council hereby designates itself as Lead Agency for review of the Code Amendment under SEQRA; **BE IT FURTHER**

RESOLVED, that the City Council authorizes the City Clerk to refer the Code Amendment to the City of Mount Vernon Corporation Counsel and Planning Board for their respective reports pursuant to Section 267-59 of the Code; **BE IT FURTHER**

RESOLVED, that the City Council authorizes the City Clerk to refer the Code Amendment to the Westchester County Planning Board in accordance with Section 267-62 of the Code, and Section 239-m of the General Municipal Law; **BE IT FURTHER**

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APR 23 2025

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RESOLVED, that the City Council shall hold a Public Hearing on the Code Amendment on May 14, 2025, at 7:00 p.m. in City Hall, Council Chambers – Room 206, 1 Roosevelt Square N., Mount Vernon, New York, 10550, where public comment will be heard regarding the Code Amendment, and written comments on the Code Amendment are requested, and will be accepted by the City Council up to ten (10) days following the close of the Public Hearing; **BE IT FURTHER**

RESOLVED, that the City Clerk shall arrange to fulfill the notice requirements for the Public Hearing pursuant to Section 267-61 of the Code; **BE IT FURTHER**

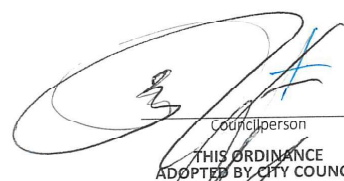
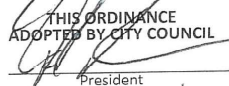

RESOLVED, that this Resolution shall take effect immediately.

Vote Taken As Follows: 4/23/25
Boxhill: Yea Gleason: Yea
Poteat: Yea Thompson: Yea
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel
APPROVED

Date
Mayor


Councilperson
THIS ORDINANCE
ADOPTED BY CITY COUNCIL

President
ATTEST:

City Clerk

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Ordinance to Amend Ch. 267 (Zoning) of the Code of the City of Mt. Vernon to Permit and Regulate Indoor Amusement Uses in CB, LI-7.5, & I Districts			
Project Location (describe, and attach a location map): City-wide			
Brief Description of Proposed Action: The City of Mount Vernon has determined that it is in the best interest of the City and its residents to adopt an ordinance to amend Chapter 267 (Zoning) to permit and regulate indoor amusement uses in the City's CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts as uses allowable by special use permit.			
Name of Applicant or Sponsor: City of Mount Vernon		Telephone: 914-665-2398 E-Mail: dbrowne@mountvernonny.gov	
Address: City Hall, 1 Roosevelt Square			
City/PO: Mount Vernon		State: NY	Zip Code: 10550
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: 5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;"> a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: <u>City of Mount Vernon, City Council</u> Date: <u>___/___/2025</u></p> <p>Signature: <u>James Rausse, FAICP, WEDG</u> Title: <u>Commissioner, Planning & Community Dev.</u></p>		

Project: Indoor Amusement Uses Ordinance

Date: __/__/2025

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

There were no impacts identified in Part 2 that would result in a "moderate to large impact." The City is proposing a zoning text amendment to permit and regulate, as special permit uses, indoor amusement uses in the City's CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts. This legislation is generic in nature, not site-specific, and does not directly result in physical change to the environment. The proposed use is consistent with other uses permitted in the subject districts. It will also benefit the City and its residents by encouraging the adaptive reuse of otherwise vacant large spaces within these districts.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

City of Mount Vernon City Council

 Name of Lead Agency

Danielle Browne, Esq.

 Print or Type Name of Responsible Officer in Lead Agency

 Signature of Responsible Officer in Lead Agency

 Date

 President, City Council

 Title of Responsible Officer

James Rausse, FAICP, WEDG

 Signature of Preparer (if different from Responsible Officer)

Kenneth W. Jenkins
Westchester County Executive

May 7, 2025

Nicole Bonilla, City Clerk
City of Mount Vernon
One Roosevelt Square
Mount Vernon, NY 10550

**County Planning Board Referral File: MTV 25-005 – Indoor Amusement Facilities
Zoning Text Amendment**

Dear Ms. Bonilla:

The Westchester County Planning Board has received a proposed amendment to the text of the Mount Vernon Zoning Ordinance to define and permit Indoor Amusement Facilities as a special permit use within the CB – Commercial Business, LI-7.5 – Landscaped Industrial, and I – Industry Districts. Requirements for special permit approval would prohibit indoor amusement facilities within sites that include residential uses, or that abut sites that permit residential dwellings as a principal use. Traffic studies would be required to determine that vehicular circulation and driveways are suitable for the proposed use, and a parking study would be required to determine the appropriate number of parking spaces required for the use.

We have no objection to the Mount Vernon City Council assuming Lead Agency status for this review.

We have reviewed this matter under the provisions of Section 239 L, M and N of the General Municipal Law and Section 277.61 of the County Administrative Code. We appreciate that the City proposes a flexible parking requirement that does not impose a specific parking minimum, as this type of use can span a wide range of intensity. We recommend that the City considers including a requirement that any parking study includes a discussion of Transportation Demand Management techniques that may be utilized to reduce the need for single-occupancy vehicle commutes to and from indoor amusement facility locations.

Please inform us of the City's decision so that we can make it a part of the record.

Thank you for calling this matter to our attention.

Respectfully,
WESTCHESTER COUNTY PLANNING BOARD



Bernard Thombs
Chair, Westchester County Planning Board

BT/mv

cc: Blanca Lopez, Commissioner, Westchester County Department of Planning



City Planning Board
Department of Planning & Community Development
City Hall - Roosevelt Square
Mount Vernon, New York 10550-2060
(914) 699-7230

Shawyn Patterson-Howard
Mayor

Darryl Selsey
Chair

MEMO

TO: Mount Vernon City Council

FROM: Chair Darryl Selsey and Planning Board Members

RE: Request for Comments on Zoning Text Amendment for Indoor Amusement Uses

DATE: May 13, 2025

Comments:

- This report is provided to the City Council under Code Section 267-59.
- The Planning Board reviewed and discussed the proposed Zoning Amendment to permit and regulate indoor amusement uses in the CB, LI-7.5 and I Districts.
- The Planning Board supports the proposed Zoning Amendment because it will allow for the re-use of large-format retail and industrial spaces with new businesses that cater to individuals and families who seek indoor recreational experiences.
- The Planning Board notes that Indoor Amusement Uses are currently permitted in other municipalities within Westchester County, but not currently permitted in Mount Vernon. This proposed amendment will allow Mount Vernon to also have these businesses.
- The proposed special permit provisions, particularly with respect to traffic and parking, will give the Planning Board the ability to work directly with applicants to determine the most suitable locations for Indoor Amusement Uses.
- The proposed Zoning Amendment is in accordance with the purposes of the Zoning Chapter.

As a separate, general matter, the Planning Board recommends the City Council consider implementing a provision to collect fees from applicants who come before the City with large-scale development projects that could go into a dedicated infrastructure fund. This infrastructure fund could pay for parking, sewer, drainage or other needed infrastructure improvements, which, in-turn, could help attract additional investment.

**AN ORDINANCE TO AMEND CHAPTER 267 (ZONING) OF THE CODE OF THE
CITY OF MOUNT VERNON TO PERMIT AND REGULATE INDOOR AMUSEMENT
USES IN THE CB, LI-7.5, AND I DISTRICTS**

WHEREAS, the City of Mount Vernon has determined that it is in the best interest of the City and its residents to amend Chapter 267 (Zoning) to permit and regulate indoor amusement uses in the City’s CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts (“Zoning Amendment”); and

WHEREAS, on May 14, 2025, the City Council adopted a Negative Declaration under the State Environmental Quality Review Act and its implementing regulations at 6 N.Y.C.R.R. Part 617 (collectively, “SEQRA”), determining that the Zoning Amendment does not have the potential to result in any significant adverse environmental impacts; and

WHEREAS, having completed the SEQRA process, the City Council desires to amend Chapter 267 (Zoning) to add Indoor Amusement Uses as a special permit use in the CB, LI-7.5, and I Districts

NOW, THEREFORE, the City of Mount Vernon, in City Council convened, does hereby ordain, and enact:

Section 1. Section 267-4, Definitions, of the Code of the City of Mount Vernon, is hereby amended to add the following:

AMUSEMENT FACILITY, INDOOR

A building and site designed and equipped for recreation, amusement and leisure-time activities that are completely located inside of a building, including but not limited to, bowling, go-karting, slot-car racing, amusement devices, miniature golf, sports/batting cages, laser tag, climbing walls, trampolines, rope courses, arts and crafts activities, games of deduction (treasure hunts, escape the room, etc.), virtual reality and other activities. This use shall be deemed to include associated instructional classes. Retail, food and beverage sales associated with any such uses shall be deemed an accessory use. Indoor amusement facilities shall not be deemed to include health clubs, personal instructional facilities, and athletic membership clubs, discharge of firearms, or any use where the activity is prohibited by law from being accessible to all age groups. To the extent applicable, the above shall be subject to the provisions of Chapter 84 - Amusements.

Section 2. Section 267-20, List of nonresidence district uses, shall be amended to add new subsections D.(3)(k), E.(3)(h), and F(3)(o), to add “Indoor amusement facilities” as a use allowed by special permit in the CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts, as follows:

D. District CB Commercial Business.

(3) Uses allowed by special permit.

(k) Indoor amusement facilities as regulated by Chapter 267, Article VI.

E. District LI-7.5, LI-15 Landscaped Industrial.

(3) Uses allowed by special permit.

(h) Indoor amusement facilities as regulated by Chapter 267, Article VI.

F. District I Industry.

(3) Uses allowed by special permit.

(o) Indoor amusement facilities as regulated by Chapter 267, Article VI.

Section 3. Section 267-29, Approving agency, shall be amended to add a new subsection Y, as follows:

Y. Indoor amusement facility.

Section 4. Section 267-32, Standards and requirements for specific special permit uses, of the Code of the City of Mount Vernon shall be amended by adding a new subsection L., as follows:

L. Indoor amusement facility.

- (1) An indoor amusement facility shall only be permitted within a site that is not utilized in whole or in part for residential purposes, nor shall same abut a lot on which residential dwellings are allowed as a principally permitted use.
- (2) Drug, cigarette and vape and related use paraphernalia sales and consumption shall be prohibited.
- (3) A management plan detailing operations, hours, security staffing, means of egress, etc., shall be provided by the applicant.
- (4) No amplified music or sound system shall be operated outdoors.
- (5) Term of permit. The permit shall expire upon transfer of ownership of the permitted premises.
- (6) Any amusement devices shall be subject to the provisions of Chapter 84.
- (7) Traffic and parking.
 - (a) The applicant shall submit a traffic study demonstrating that anticipated traffic generation shall be within the reasonable capacity of the existing or planned road or street providing access, and that traffic circulation, exit and entrance drives are laid out to minimize traffic hazards and nuisances.
 - (b) The applicant shall submit a parking study demonstrating the demand for parking based upon data from the Institute of Traffic Engineers (ITE), field data and other appropriate source material. During site plan review, the Planning Board, in consultation with staff from the Department of Planning and Community Development, shall establish the minimum number of parking spaces and loading spaces required based upon consideration of at least the following: the specific nature of the proposed mix of recreational and/or amusement uses; the gross floor area; the maximum occupancy of the facility; availability of existing public parking; feasibility of utilizing transportation demand management techniques; and/or public transit.

Section 5. 267 Attachment 3, Off-Street Parking and Loading Space Requirements, shall be amended to delete the reference to “Commercial indoor recreation facilities and health clubs,” and replace same with “Health clubs.”

Section 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 7. Effective Date. This ordinance shall take effect upon review and acceptance from the City Council.

Council Person

APPROVED AS TO FORM

THIS ORDINANCE
ADOPTED BY CITY COUNCIL

Assistant Corporation Counsel

President

Attest:

City Clerk

APPROVED

APPROVED

Date

Dept.

By

Mayor

**A RESOLUTION OF THE CITY OF MOUNT VERNON CITY COUNCIL
ADOPTING A NEGATIVE DECLARATION AND AN ORDINANCE
AMENDING THE CITY CODE TO ENACT LEGISLATION REGARDING
INDOOR AMUSEMENT USES IN THE CB, LI-7.5, AND I ZONING DISTRICTS**

WHEREAS, the City Council of the City of Mount Vernon proposes to amend Chapter 267 (Zoning) of the Code of the City of Mount Vernon (“Code”) to permit and regulate indoor amusement uses in the City’s CB Commercial Business, LI-7.5 Landscaped Industrial, and I Industry Districts in the City of Mount Vernon; and

WHEREAS, the City Council finds that it is necessary and desirable, as a matter of public policy, to permit and regulate indoor amusement uses as special permit uses in the City of Mount Vernon; and

WHEREAS, the City Council, in conjunction with its Staff, prepared a draft “Ordinance to Amend Chapter 267 (Zoning) of the Code of the City of Mount Vernon to Permit and Regulate Indoor Amusement Uses in the CB, LI-7.5, and I Districts” (“Code Amendment”), a copy of which is annexed to this Resolution; and

WHEREAS, the Code Amendment is classified as a Type I Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 (“SEQRA”); and

WHEREAS, at a meeting of the City Council held April 23, 2025, the City Council designated itself Lead Agency for the review of the Code Amendment under SEQRA pursuant to 6 N.Y.C.R.R. Section 617.6(b)(1), and scheduled a Public Hearing on the Code Amendment for May 14, 2025; and

WHEREAS, the City Council referred the Code Amendment to the Corporation Counsel and Planning Board, as well as the Westchester County Planning Board, for their respective reviews and reports; and

WHEREAS, the City Council duly published notice of a Public Hearing for the Code Amendment in three issues of the official newspaper for the City on May 4, 2025, May 8, 2025, and May 12, 2025; and

WHEREAS, by letter dated May 7, 2025, the Westchester County Planning Board issued its recommendations with respect to the Code Amendment pursuant to Sections 239-l and m of the General Municipal Law and Section 277.61 of the County Administrative Code; and

WHEREAS, the Public Hearing was duly held at City Hall on May 14, 2025, at 7:00 P.M., and all parties in attendance were permitted an opportunity to speak on behalf

of or in opposition to the Code Amendment, and written comments were accepted for 10 days thereafter; and

WHEREAS, by memorandum dated May 13, 2025, the Planning Board of the City of Mount Vernon issued its comments with respect to the Code Amendment; and

WHEREAS, the City Council, after due deliberation, and having carefully considered the Mount Vernon Planning Board's and Westchester County Planning Board's recommendations, and the comments made at the Public Hearing and in written comments, finds that it is in the best interest of the City of Mount Vernon to adopt the Code Amendment as proposed; and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Section 617.7 of SEQRA's implementing regulations, the City Council considered the impacts which may be reasonably expected to result from the Code Amendment by comparing them against the applicable criteria in said Section, and finds that:

1. The Code Amendment will not result in a substantial adverse change to existing air quality, ground or surface water quality and quantity, traffic or noise levels; a substantial increase in solid waste production; nor generate a substantial increase in potential for erosion, flooding, leaching or drainage problems;

2. The Code Amendment will not result in the removal or destruction of large quantities of vegetation or fauna; will not substantially interfere with the movement of a resident or migratory fish or wildlife species; will not significantly impact habitat area; and will not result in any substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species, or other significant adverse effects to natural resources;

3. The Code Amendment will not result in the impairment of the environmental characteristics of a Critical Environmental Area;

4. The Code Amendment will not result in the creation of a material conflict with the City's current plans or goals, or the Zoning Code;

5. The Code Amendment will not result in the impairment of a character or quality of important historical, archeological, architectural or aesthetic resources or of existing community or neighborhood character;

6. The Code Amendment will not significantly impact the use of either the quantity or type of energy;

7. The Code Amendment will not create a hazard to human health;

8. The Code Amendment will not result in a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;

9. The Code Amendment by itself will not encourage or attract a substantially larger number of people to a place compared to the number of people who would come to such place absent the action;

10. The Code Amendment will not create a material demand for other actions which would result in one of the above consequences;

11. The Code Amendment will neither result in changes in two or more elements of the environment, no one of which has a significant impact on the environment, nor when considered together result in a substantial adverse impact on the environment; and

12. The Code Amendment will neither result in two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, nor when considered cumulatively, meet one or more of the criteria in Section 617.7 of SEQRA's implementing regulations, and that the City Council considered possible long-term, short-term and cumulative impacts and found no significant effects which would result as a consequence of the proposed action; and

BE IT FURTHER RESOLVED, that the City Council adopts Parts 1, 2 and 3 of the Short Environmental Assessment Form, and determines under SEQRA that the Code Amendment will not result in any potential significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that the City Council adopts a Negative Declaration with respect to this "Type I" action under SEQRA, and determines that a Draft Environmental Impact Statement need not be prepared; and

BE IT FURTHER RESOLVED, that this Negative Declaration was prepared in accordance with Article 8 of the New York Environmental Conservation Law and its implementing regulations at 6 N.Y.C.R.R. Part 617; and

BE IT FURTHER RESOLVED, that the City Clerk is directed to (i) file a copy of this Resolution and Negative Declaration with the City pursuant to 6 N.Y.C.R.R. Section 617.12, (ii) file a copy of this Resolution and Negative Declaration with the Planning Board, and (iii) file a copy of this Resolution and Negative Declaration with the Westchester County Planning Board pursuant to GML Section 239-m within seven (7) days hereof; and

BE IT FURTHER RESOLVED, the City Council hereby adopts and enacts the Code Amendment entitled "An Ordinance to Amend Chapter 267 (Zoning) of the Code

of the City of Mount Vernon To Permit and Regulate Indoor Amusement Uses in the CB, LI-7.5, and I Districts,” a copy of which is attached hereto and made a part hereof; and

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

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED
Dept. _____

Council Person

THIS RESOLUTION
ADOPTED BY CITY COUNCIL

President

Attest:

City Clerk

APPROVED

Date

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 -1428

Agenda Date: 6/11/2025

Agenda #: 28.

City Council:

AN ORDINANCE GRANTING APPROVAL FOR A NEW TWO-FAMILY DETACHED RESIDENCE AND CURB CUT AT 145 SOUTH FULTON AVENUE

Whereas, in a letter dated April 17, 2025, Shahin Badaly, Licensed Professional Engineer of Badaly Engineering PLLC formally requested Bryant Wilder of Somersault NY LLC to construct a new two-family detached residential dwelling at 145 South Fulton Avenue, Mount Vernon, NY 10553, Parcel ID: 165.80-4002-19, in accordance with plans submitted to the Council and the construction of an 18-foot-wide curb cut (inclusive of splays) and driveway to serve the proposed residence, as depicted in the plans submitted with the application; and

Whereas, the City Council of the City of Mount Vernon has received an application from Bryant Wilder of Somersault NY LLC (the "Applicant"), owner of the parcel identified as Tax Parcel ID: 165.80-4002-19, located at 145 South Fulton Avenue, Mount Vernon, NY 10553; and

Whereas, the subject property is located in the RMF-10 (Residential Multi-Family) Zoning District and is currently a vacant lot; and

Whereas, the Applicant proposes to construct a new two-family detached residence on said parcel, along with associated site improvements, including a retaining wall, a new driveway, and an 18-foot-wide curb cut (inclusive of curb cut splays) to provide vehicular access to the proposed garage; and

Whereas, the City Council finds that the proposed curb cut and site improvements are necessary and reasonable to facilitate appropriate access to the proposed residential structure, and will not result in any adverse impacts on traffic, pedestrian safety, or neighborhood character; **Now, Therefore, Be It Resolved That**

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

Section 1. Approval Granted. The City Council hereby grants approval to Bryant Wilder of Somersault NY LLC to construct a new two-family detached residential dwelling at 145 South Fulton Avenue, Mount Vernon, NY 10553, Parcel ID: 165.80-4002-19, in accordance with plans submitted to the Council.

Section 2. Curb Cut Authorization. The Council further authorizes the construction of an 18-foot-wide curb cut (inclusive of splays) and driveway to serve the proposed residence, as depicted in the plans submitted with the application.

Section 3. Compliance with City Regulations. All construction shall comply with the applicable provisions of the City of Mount Vernon Zoning Code, Building Code, and any conditions imposed by the Department of Public Works and the Building Department. The applicant shall obtain

all necessary permits before commencing construction.

Section 4. Effective Date. This Ordinance shall take effect immediately upon its filing with the City Clerk and approval by the City Council.

April 17, 2025

Cover Letter:
Building Permit Application

ATT: City Council
City of Mt. Vernon
1 Roosevelt Square N.
Mt. Vernon, NY 10550

RE: **New 2-Family House**
145 S. Fulton Avenue
Mt. Vernon, NY 10553
Parcel ID: 165.80-4002-19
Zone: RMF-10

Dear Members of the City Council,

The applicant, Bryant Wilder of Somersault NY LLC, is the owner of the lot located on the Northerly side of South Fulton Avenue, known as 145 South Fulton Avenue.

The applicant proposes to construct a new two-family detached residence on the vacant land, as well as a new retaining wall, driveway and curb cut to access the proposed garage. The driveway is proposed to be 18'-0" wide and the curb cut 18'-0" wide, including the curb cut splays.

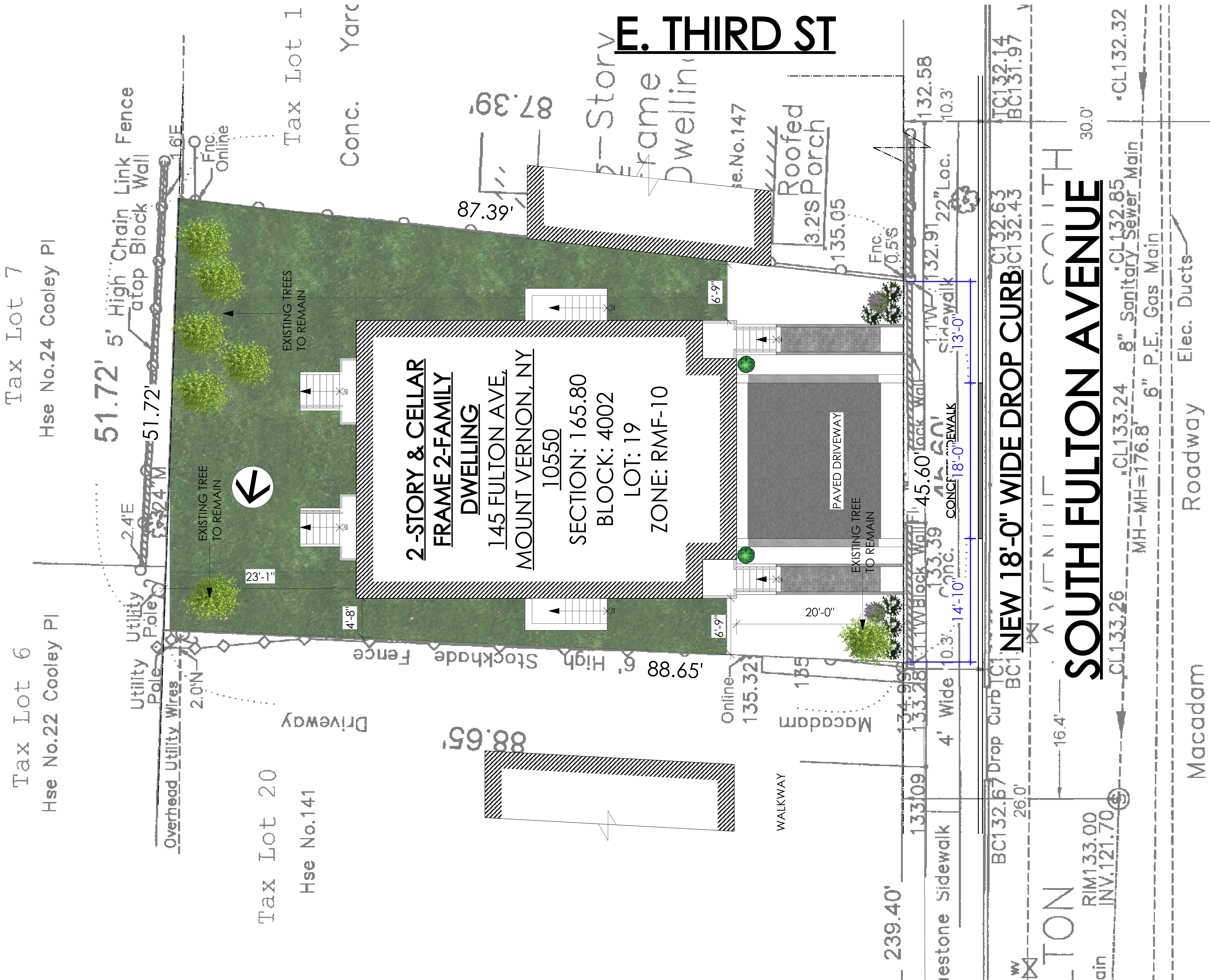
We respectfully submit a City Council application for approval of the 18'-0" wide curb cut (including splays) at the above-mentioned property. Please find attached the plans for the proposed site changes.

Should you have any questions or need additional information, please contact me at (914) 465-9010 or at shahin@badaly.com.

Respectfully submitted,



Shahin Badaly
PE 095887



ISSUE:	
#	DATE DESCRIPTION
REVISIONS:	
#	DATE DESCRIPTION
A	2/19/25 ARB COMMENTS
B	4/16/25 DROP CURB

PROJECT TITLE:
NEW 2-FAMILY HOUSE:
145 S. FULTON AVENUE
MOUNT VERNON, NY 10550
BLOCK: 4002 LOT: 19

DRAWING TITLE:
SITE PLAN & ZONING
COMPLIANCE

SCALE: AS NOTED	SEAL AND SIGNATURE:
DATE: 03/07/2025	
JOB NO.: 23336	
DRAWN BY: HA	
CHECKED BY: SB	

DRAWING NO.:
A-100.00



**CITY OF MOUNT
VERNON, NY
DEPARTMENT OF BUILDINGS**

SHAWYN PATTERSON-HOWARD
MAYOR

City Hall – One Roosevelt Square
Mount Vernon, NY 10550
Phone: (914) 665-2483, Fax ((14) 465-2988
Email: DOB@cmvny.com
Website: WWW.CMVNY.com

PATRICK G. HOLDER R.A.
COMMISSIONER
HEDIYE MAMAK
1st Deputy Commissioner

Owner of Records:

SOMERSAULT NY, LLC
141 PARKWAY ROAD BRONXVILLE NY
10708
917 434 2077
bryant@linknyrealty.com

Location: **145 FULTON AV, S**

Mount Vernon, NY 10553

MBL: **165.80-4002-19**

Application: **BLD-23-998**

Application Date: **November 27, 2023**

Scope of Work: **CONSTRUCT NEW
BUILDING New Building**

Registered Design Professional of Records:

SHAHIN BADALY
2 WILSON PL
MT VERNON NY
10550
Phone: 9144659010
Email: SHAHIN@BADALY.COM

Applicant of Records:

Bryant Wilder
145 South Fulton Ave
Mount Vernon NY 10553
Phone: 9174342077
Email: bryantwilder1@gmail.com

Project Manager:

Compliance to applicable codes must be achieved and demonstrated by the design professional through the design solution.

The purpose of the plan examiner's review is to verify that the proposed work complies with the applicable codes which are: 1.) City of Mount Vernon Municipal Zoning Ordinance, 2.) New York State Uniform Fire Prevention and Building Code (Uniform Code) and the State Energy Conservation Construction Code (Energy Code) contained within Title 19 of the New York Codes, Rules, and Regulations (19 NYCRR). --- 2020 Building Code, 2020 Residential Code, 2020 Fire Code, 2020 Existing, 2020 Fuel Gas Code, 2020 Plumbing Code, 2020 Mechanical Code, 2020 Property Maintenance Code, 2020 Energy Conservation Code. --- 3.) The Accessible and Usable Buildings and Facilities, 2009 (A117.1, 2009)

And all other applicable standards and to advise the Design Professional, Applicant and Owner about the Land Use Board's approval that is required, as necessary. The Plan Examiner aim is to review and recommend for Permit the submitted Construction Documents based on the applicable code for the property. If the documents are not recommendable on the first submission, at most by the second revision with all Plan Examiner objections satisfied, the third revision will be place back in the line to be reviewed line.

Board Approval is required if checked:

☒ City Counsel ☒ Zoning Board of Appeals ☐ Planning Board ☒ Architectural Review Board

Comments from other agencies will be mailed separately if checked:

☒ Fire Dept. (Fire Prevention) ☒ Water Dept. ☒ Public Works

"The Jewel of Westchester"



**CITY OF MOUNT
VERNON, NY**
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
MAYOR

City Hall – One Roosevelt Square
Mount Vernon, NY 10550
Phone: (914) 665-2483, Fax ((14) 465-2988
Email: DOB@cmvny.com
Website: WWW.CMVNY.com

PATRICK G. HOLDER R.A.
COMMISSIONER
HEDIYE MAMAK
1st Deputy Commissioner

Review # 1 November 8, 2024
2 April 16, 2025

Comments: Revise and Resubmit

Zoning Board Area variance Required - Per the Department of Planning and community Development memo dated December 3rd, 2024, a waiver under the definition of de-minimus was granted.

- The proposed Lot Area is 4,273 sq. ft. while required is 4500sq.ft.
- The proposed Lot Area per Dwelling Unit (square feet) is 2137 sq. ft. while the required is 2250 sq.ft.
- Proposed Lot width and Frontage is 45 feet while the required is 50 feet
- Proposed Side yard Setback - each Yard (feet)is 4.75 feet while required is 5 feet
- Proposed Side yard Setback - Total (feet) is 11.40 feet while required is 12 feet

Approval from the City Council is required for the curb lowering exceeding 12 lineal feet.

Per Chapter 227: Street and Sidewalks section 227-13-A - The Commissioner shall not issue a permit for any curb lowering in front of an unimproved tax or parcel or in front of an improved tax lot or parcel where the application is for a curb lowering exceeding 12 lineal feet, unless written approval is first obtained by the applicant from the City Council.

A Certificate of Appropriateness from the Architectural Review Board was approved on February 26, 2025 - Case Number ARB-24-50.

Per City of Mount Vernon, NY code, Part 1, Chapter 10, section 10-5-D, The Architectural Review Board must issue a Certificate of Appropriateness, related to the construction and site landscaping of any new structures (primary and accessory) or the exterior improvement, alteration, remodeling, repairing and / or enlargement of any existing structure, including changes of materials, windows, doors proposed fences, proposed retaining wall, proposed freestanding walls, proposed ramps and any other exterior building element(s) because of its architectural elements, colors, design(s) materials, height or mass prior to the issuance of a building permit.

A Certificate of Occupancy is required to close this application

To request a meeting about this permit, send an email to the Plan Examiner.

List of Objections:

1. Provide a letter of resolution from somersault NY LLC, naming a natural person, (in this case, Bryant Wilder, has been noted as the sole member of Somersault NY LLC on the letter of authorization) with signing authority.
Provided - Satisfied.
2. Provide a Topographical survey - The survey provided shows a building, however the parcel is current vacant -
Provided - Satisfied.

- 3. Provide embedded within this Construction Drawings set - title block, a copy of the Modular Building Drawings Approval cover letter from Michelle M. Baker of PFT.TEC Co dated January 7 2025 and the Drawings Review letter from Don Thomas Jr of the State of New York, Department of State
- 4. Provide embedded within this Construction Drawings set - title block, the approval from the city council for the curb lowering exceeding 12 feet.
- 5. Provide curb-cut construction drawings and the details associated with the curb-cut.
- 6. Provide per section R313.2 of the 2020 Residential Code of New York State, Automatic Residential Fire sprinkler in accordance with Section P2904 or NFPA 13D

List of Drawings Submitted:

1 of 17	A-001.00	Title page
2 of 17	A-002.00	General Notes
3 of 17	A-100.00	Site Plan and Zoning Compliance
4 of 17	A-110.00	Floor Plans
5 of 17	A-200.00	Building Elevations
6 of 17	A-201.00	Building Elevations
7 of 17	A-300.00	Construction Details
8 of 17	A-202.00	Landscaping Plan and Rendering
9 of 17	EN-001.00	Energy Analysis
10 of 17	EN-002.00	Energy Analysis
11 of 17	P-001.00	Plumbing Riser Diagram and Fixture Details
12 of 17	FO-100.00	Foundation Plan
13 of 17	FO-200.00	Foundation Details
14 of 17	S-100.00	Structural Deck Details
15 of 17	C-100.00	Stormwater Management Plan and Calculations
16 of 17	C-110.00	Stormwater management Details
17 of 17	C-200.00	Erosion Control Plan and Details

"The Jewel of Westchester"



**CITY OF MOUNT
VERNON, NY**
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
MAYOR

City Hall – One Roosevelt Square
Mount Vernon, NY 10550
Phone: (914) 665-2483, Fax ((14) 465-2988
Email: DOB@cmvny.com
Website: WWW.CMVNY.com

PATRICK G. HOLDER R.A.
COMMISSIONER
HEDIYE MAMAK
1st Deputy Commissioner

Applications for Board Approval are filed with the Planning Department. Contact the Boards Secretary for application and information at 914-699-7230 or visit the City of Mount Vernon's website at the link below to submit to the required Board(s) stipulated in this examiner report.

[Land Use Boards | Mount Vernon, NY \(cmvny.com\)](http://Land Use Boards | Mount Vernon, NY (cmvny.com))

Once resolution of Boards' approval has been issued, you must resubmit to the Building Department, one hard copy and the PDF Construction Drawings reflecting any condition of Boards' approval, with the resolutions embedded within the Title Block along with information to demonstrate compliance with the NYS Uniform Code and Energy Code. Construction Drawings revision must be dated with the Building department reentry date.

The Drawings will then be reviewed for compliance to the Land Use Boards resolutions and all applicable New York State Building Codes. Once the Plan Examiner Review Process is completed it will be stamped "Construction Documents Review Complete". The Drawings marked **"CONSTRUCTION DOCUMENTS REVIEW COMPLETE"** must then be submitted in **Triplicate Hardcopy with a copy of the Final Plan Examiner Report and a Revision Fee of \$125.00** to the Building Department Counter for Permit Creation. An application dormant for more than 3 months shall be automatically voided. Paid fees are non-refundable.


Plan Examiner
L. Szabo

Commissioner

"The Jewel of Westchester"



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 -1430

Agenda Date: 6/11/2025

Agenda #: 29.

City Council:

RESOLUTION FOR HOME RULE REQUEST IN SUPPORT OF THE STATE SENATE ASSEMBLY BILL NO. A 7348A AND BILL NO. S 7322

AN ACT TO AMEND THE TAX LAW, IN RELATION TO INCREASING THE TAX ON DEEDS IN THE CITY OF MOUNT VERNON

Whereas, the People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Section 1205 of the tax law, as amended by chapter 389 of the laws of 1986, is amended to read as follows:

§ 1205. Imposition of taxes on deeds in the city of Mount Vernon. (a) Notwithstanding any provision of law to the contrary, the local governing body of the city of Mount Vernon, by the adoption and amendment of local laws, ordinances or resolutions may impose in such city and provide for the administration and collection of a tax on deeds by which real property is conveyed in such city in the manner set forth and as authorized in subdivision (b) of this section.

(b) There is hereby imposed in the city of Mount Vernon a tax on each deed by which any real property is conveyed (measured by the consideration or value of the interest or property conveyed) at a rate not to exceed one and one-half percent of such consideration or value with respect to all conveyances, provided that such city may allow deductions for any liens on such interest or property and may also allow an exemption not in excess of one hundred thousand dollars on the consideration or value of the interest or property conveyed. Provided, further, that such taxes shall not apply if the contract for any such conveyance was made prior to September first, nineteen hundred eighty-four. Such taxes may be imposed on any conveyance or transfer of real property or interest therein by deed where the real property is located in such city regardless of where transactions, negotiations, transfers of deeds or other actions with regard to the transfer or conveyance take place, subject only to the restrictions contained in section twelve hundred thirty. The payment of, and the filing of a return relating to, any such taxes may be required as a condition precedent to the recording of a deed.

§ 2. This act shall take effect immediately.

EXPLANATION

Matter in italics (underscored) is new

Matter in brackets [I is old law to be omitted.

STATE OF NEW YORK

7341

2025-2026 Regular Sessions

IN ASSEMBLY

March 25, 2025

Introduced by M. of A. PRETLOW -- read once and referred to the Committee on Ways and Means

AN ACT to amend the tax law, in relation to authorizing the city of Mount Vernon to impose a hotel and motel tax; and providing for the repeal of such provisions upon expiration thereof

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

1 Section 1. The tax law is amended by adding a new section 1202-kk to
2 read as follows:

3 § 1202-kk. Hotel or motel taxes in the city of Mount Vernon. (1)
4 Notwithstanding any other provision of law to the contrary, the city of
5 Mount Vernon, Westchester county, is hereby authorized and empowered to
6 adopt and amend local laws imposing in such city a tax, in addition to
7 any other tax authorized and imposed pursuant to this article, such as
8 the legislature has or would have the power and authority to impose upon
9 persons occupying hotel or motel rooms in such city. For the purposes of
10 this section, the term "hotel" or "motel" shall mean and include, but
11 not be limited to, hotels, motels, tourist homes, motel courts, bed-and-
12 breakfast establishments, short-term rentals, vacation rentals, airbnbs,
13 clubs or similar facilities, whether or not meals are served to guests
14 or residents thereof, and/or a location that is otherwise made available
15 for transient lodging accommodation for rent directly by the owner or
16 through an agent, operator or company. The rates of such tax shall not
17 exceed five and eight hundred seventy-five thousandths percent of the
18 per diem rental rate for each room, provided however, that such tax
19 shall not be applicable to a permanent resident of a hotel or motel.
20 For the purposes of this section, the term "permanent resident" shall
21 mean a person occupying any room or rooms in a hotel or motel for at
22 least thirty consecutive days.

23 (2) Such tax may be collected and administered by the chief fiscal
24 officer of the city of Mount Vernon by such means and in such manner as

EXPLANATION--Matter in *italics* (underscored) is new; matter in brackets
[] is old law to be omitted.

LBD10934-01-5



PRINTED ON RECYCLED PAPER

1 other taxes, which are now collected and administered by such officer,
2 or as otherwise may be provided by such local law.

3 (3) Such local laws may provide that any tax imposed shall be paid by
4 the person liable therefor to the owner of the hotel or motel room occu-
5 pied or to the person entitled to be paid the rent or charge for the
6 hotel or motel room occupied for and on account of the city of Mount
7 Vernon imposing the tax and that such owner or person entitled to be
8 paid the rent or charge shall be liable for the collection and payment
9 of the tax; and that such owner or person entitled to be paid the rent
10 or charge shall have the same right in respect to collecting the tax
11 from the person occupying the hotel or motel room, or in respect to
12 nonpayment of the tax by the person occupying the hotel or motel room,
13 as if the tax were a part of the rent or charge and payable at the same
14 time as the rent or charge; provided, however, that the chief fiscal
15 officer of the city, specified in such local law, shall be joined as a
16 party in any action or proceeding brought to collect the tax by the
17 owner or by the person entitled to be paid the rent or charge.

18 (4) Such local laws may provide for the filing of returns and the
19 payment of the tax on a monthly basis or on the basis of any longer or
20 shorter period of time.

21 (5) This section shall not authorize the imposition of such tax upon
22 any transaction, by or with any of the following in accordance with
23 section twelve hundred thirty of this article:

24 a. The state of New York, or any public corporation (including a
25 public corporation created pursuant to agreement or compact with another
26 state or the Dominion of Canada), improvement district or other poli-
27 tical subdivision of the state;

28 b. The United States of America, insofar as it is immune from taxa-
29 tion; and

30 c. Any corporation or association, or trust, or community chest, fund
31 or foundation organized and operated exclusively for religious, charita-
32 ble, or educational purposes, or for the prevention of cruelty to chil-
33 dren or animals, and no part of the net earnings of which inures to the
34 benefit of any private shareholders or individual and no substantial
35 part of the activities of which is carrying on propaganda, or otherwise
36 attempting to influence the legislation; provided, however, that nothing
37 in this paragraph shall include an organization operated for the primary
38 purpose of carrying on a trade or business for profit, whether or not
39 all of its profits are payable to one or more organizations described in
40 this paragraph.

41 (6) Any final determination of the amount of any tax payable pursuant
42 to this section shall be reviewable for error, illegality or unconstitu-
43 tionality or any other reason whatsoever by a proceeding under article
44 seventy-eight of the civil practice law and rules if application there-
45 for is made to the supreme court within thirty days after the giving of
46 the notice of such final determination, provided, however, that any such
47 proceeding under article seventy-eight of the civil practice law and
48 rules shall not be instituted unless:

49 a. The amount of any tax sought to be reviewed, with such interest and
50 penalties thereon as may be provided for by local law or regulation
51 shall be first deposited and there is filed an undertaking, issued by a
52 surety company authorized to transact business in this state and
53 approved by the superintendent of financial services of this state as to
54 solvency and responsibility, in such amount as a justice of the supreme
55 court shall approve to the effect that if such proceeding be dismissed

1 or the tax confirmed the petitioner will pay all costs and charges which
2 may accrue in the prosecution of such proceeding; or

3 b. At the option of the petitioner such undertaking may be in a sum
4 sufficient to cover the taxes, interests and penalties stated in such
5 determination plus the costs and charges which may accrue against it in
6 the prosecution of the proceeding, in which event the petitioner shall
7 not be required to pay such taxes, interest or penalties as a condition
8 precedent to the application.

9 (7) Where any tax imposed pursuant to this section shall have been
10 erroneously, illegally or unconstitutionally collected and application
11 for the refund thereof duly made to the proper fiscal officer or offi-
12 cers, and such officer or officers shall have made a determination deny-
13 ing such refund, such determination shall be reviewable by a proceeding
14 under article seventy-eight of the civil practice law and rules,
15 provided, however, that such proceeding is instituted within thirty days
16 after the giving of the notice of such denial, that a final determi-
17 nation of tax due was not previously made, and that an undertaking is
18 filed with the proper fiscal officer or officers in such amount and with
19 such sureties as a justice of the supreme court shall approve to the
20 effect that if such proceeding be dismissed or the tax confirmed, the
21 petitioner will pay all costs and charges which may accrue in the prose-
22 cution of such proceeding.

23 (8) Except in the case of a willfully false or fraudulent return with
24 intent to evade the tax, no assessment of additional tax shall be made
25 after the expiration of more than three years from the date of the
26 filing of a return, provided, however, that where no return has been
27 filed as provided by law the tax may be assessed at any time.

28 (9) All revenues resulting from the imposition of the tax under the
29 local laws shall be paid into the treasury of the city of Mount Vernon
30 and shall be credited to and deposited in the general fund of the city.
31 Such revenues shall be retained to defer the expense of the city in
32 administering the tax pursuant to this section and the balance of such
33 revenues shall be used within the city of Mount Vernon as so determined
34 by the city of Mount Vernon city council.

35 (10) If any provision of this section or the application thereof to
36 any person or circumstance shall be held invalid, the remainder of this
37 section and the application of such provision to other persons or
38 circumstances shall not be affected thereby.

39 (11) Each enactment of such local law may provide for the imposition
40 of a hotel or motel tax for a period of time no longer than three years
41 from the effective date of its enactment. Nothing in this section shall
42 prohibit the adoption and enactment of local laws, pursuant to the
43 provisions of this section, upon the expiration of any other local law
44 adopted pursuant to this section.

45 § 2. This act shall take effect immediately and shall apply to
46 contracts entered into on or after such date; provided, however, that
47 the provisions of this act shall expire and be deemed repealed December
48 31, 2028.