

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, September 10, 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, SEPTEMBER 10, 2025.**

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

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

PRESIDING: Danielle Browne, President

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

CALL TO ORDER / PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

REFERRAL SESSION

Roll Call administered by City Clerk Nicole Bonilla

REPORTS OF STANDING COMMITTEES AND ACTION THEREON

To the Council:

LEGISLATION AND PUBLIC WORKS

1. Mount Vernon Public Library: An Ordinance Authorizing the Temporary Closure of One City Block for the Seventh Annual Mount Vernon Public Library ("MVPL") Comic Expo - (September 28, 2025, from 12:00 p.m. to 7:00 p.m.)

Code: LPW

Attachments: [MVPL Cover Letter](#)
[FD MVPL Response](#)
[DPW-Printer_20250908_144128](#)
[2025 Comic Con](#)

2. Department of Law: An Ordinance Establishing a Freedom of Information Law Compliance Policy for the City of Mount Vernon, New York

Code: LPW

Attachments: [AN ORDINANCE ESTABLISHING A FREEDOM OF INFORMATION LAW \(FOIL\) COMPLIANCE POLICY FOR THE CITY OF MOUNT VERNON, NEW YORK](#)
[UPDATED Law Department - Referral Letter for the Request to Establish a Freedom of Information Compliance Policy](#)

3. Office of the Mayor: An Ordinance Rescinding Ordinance No. 4, Adopted on August 14, 2025, Entitled "AN ORDINANCE AUTHORIZING THE MAYOR TO ATTEND THE NEW YORK CONFERENCE OF MAYORS AND MUNICIPAL OFFICIALS (NYCOM) 2025 FALL TRAINING SCHOOL"

Code: LPW

Attachments: [September 2025 NYCOM - Rescind](#)

4. Office of the Mayor: An Ordinance Authorizing the Mayor to Attend the United States Conference of Mayors (USCM) 2025 Fall Leadership Meeting in Oklahoma City, OK - (Sept. 25-27, 2025)

Code: LPW

Attachments: [Mayor's Office Referral - USCM Fall Meeting 2025](#)
[USCM Fall Leadership Agenda 2025](#)

5. Department of Public Works: An Ordinance Authorizing Budget Line Transfers Within the Department of Public Works to Cover Current Negative Balances and Support Future Purchases

Code: LPW

Attachments: [Budget Transfer Update](#)

6. Department of Public Works: An Ordinance Authorizing the Mayor to Accept the Community Resilience, Economic Sustainability, and Technology Program ("CREST") Grant Awarded by the Dormitory Authority of the State of New York ("DASNY") for Renovations at the Doles Center - (\$2,704,000.00)

Code: LPW

Attachments: [DASNY Grant Acceptance](#)

7. Department of Public Works: An Ordinance Authorizing the Mayor to Enter Into an Agreement with Enterprise Fleet Management for the lease and Acquisition of Fleet Vehicles for the Department of Public Works

Code: LPW

Attachments: [Referral Letter to Enter into Agreement with Enterprise Fleet Management](#)

8. Department of Public Works: An Ordinance Authorizing the Amendment of Ordinance No. 1, Adopted by the City Council on June 11, 2025, Entitled "An Ordinance Granting a One-Year Leave of Absence to Mr. Alexis Montero to Fill the Position of Stormwater Coordinator Within the Department of Public Works"

Code: LPW

Attachments: [A. Montero LOA-Revised](#)

9. Board of Water Supply: An Ordinance Authorizing a Leave of Absence Without Pay for Mr. Akeem Vereen, Water Meter Reader, Board of Water Supply

Code: LPW

Attachments: [082925 Referral Letter](#)

10. City Council: Local Law No. __ of 2025: A Local Law of the City Council of the City of Mount Vernon, NY, Establishing an Administrative Search Warrant Procedure to be used in Conjunction with Local Law No. 6 of 2024, entitled A Local Government Code Enforcement Program

Code: LPW

Attachments: [Local Law Referral Letter - Administrative Search Warrant Letter](#)
[LOCAL LAW OF THE CITY OF MOUNT VERNON, NY ESTABLISHING AN ADMINISTRATIVE SEARCH WARRANT PROCEDURE TO BE USED IN CONJUNCTION WITH LOCAL LAW NO. 6 OF 2024](#)

11. Office of the City Clerk: An Ordinance Authorizing the Amendment of Ordinance No. 12, Adopted by the City Council on August 14, 2025, ENTITLED “AN ORDINANCE AUTHORIZING THE CITY CLERK AND EXECUTIVE ASSISTANT TO ATTEND THE 2025 NYCOM FALL TRAINING SCHOOL IN LAKE PLACID, NEW YORK”

Code: LPW

Attachments: [Referral Letter NYCOM Fall Training 2025-amendment letter](#)

To the Council:

HUMAN RESOURCES

To the Council:

PUBLIC SAFETY AND CODES

12. Department of Public Safety: An Ordinance Authorizing Three (3) Members of Service of the Department of Public Safety to Attend the Glock Armorer's School - (December 4, 2025, from 8:00 a.m. to 5:00 p.m.)

Code: PSC

Attachments: [Glock Referral](#)
[Glock Armor School](#)

13. Department of Public Safety: An Ordinance Authorizing Two (2) Members of Service to Attend the Tactical Narcotics DeBriefing Training Course - (September 22 through September 24, 2025)

Code: PSC

Attachments: [Tactical Narotics Debriefing Training Referral Letter](#)

14. Department of Public Safety: An Ordinance authorizing Four (4) Members of Service from the Department of Public Safety to Attend the 2025 Excelsior Challenge Training at the New York State Preparedness Training Center - (Sept. 29 - Oct. 3, 2025)

Code: PSC

Attachments: [Excelsior Challenge Referral](#)

15. City Council: A Resolution of the City Council of the City of Mount Vernon Referring A Proposed Amendment to the Code of the City of Mount Vernon, Increasing Maximum Permitted Driveway Width to the City Corporation Counsel, and Scheduling a Public Hearing

Code: PSC

Attachments: [Driveway Width](#)

To the Council:

FINANCE AND PLANNING

16. Office of Assessment: An Ordinance Authorizing the Refund of Taxes Paid on an Incorrectly Assessed Property Pursuant to RPTL Section 550

Code: FP

Attachments: [545 S. Fulton Ave. letter](#)

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 -1607

Agenda Date: 9/24/2025

Agenda #: 1.

City Council:

AN ORDINANCE AUTHORIZING THE TEMPORARY CLOSURE OF ONE (1) CITY BLOCK FOR THE SEVENTH ANNUAL MOUNT VERNON PUBLIC LIBRARY COMIC EXPO

Whereas, in correspondence received from the Community Outreach / Special Events Coordinator on behalf of the Mount Vernon Public Library (“MVPL”), a formal request was submitted seeking authorization for the temporary closure of one (1) City block on South First Avenue, between East First Street and East Second Street, adjacent to the Mount Vernon Public Library, on Sunday, September 28, 2025, from 9:00 a.m. to 9:00 p.m., for the purposes of setting up, conducting, and dismantling the Seventh Annual MVPL Comic Expo; and

Whereas, the purpose of this request is to accommodate the Seventh Annual Mount Vernon Public Library Comic Expo (“MVPL Comic Expo”), a free, family-friendly community event scheduled to take place from 12:00 p.m. to 7:00 p.m.; and

Whereas, the MVPL Comic Expo has become a signature community event in the City of Mount Vernon, providing engaging activities such as live entertainment, gaming, children’s programming, vendor showcases, and a cosplay contest, while drawing families, community members, and visitors to the City; and

Whereas, the temporary street closure will ensure the safety of all participants, provide sufficient space for vendors and performers, and allow for the efficient management of attendees; and

Whereas, the Mount Vernon Public Library has committed to working with the Department of Public Safety, the Department of Public Works, and all other relevant City agencies to ensure proper security, traffic redirection, and compliance with all City requirements; **Now, Therefore, Be It Resolved That**

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

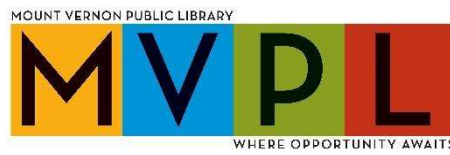
Section 1. Authorization of Street Closure. The City Council hereby authorizes the temporary closure of South First Avenue between East First Street and East Second Street, adjacent to the Mount Vernon Public Library, on Sunday, September 28, 2025, from 9:00 a.m. to 9:00 p.m., for the purposes of setting up, conducting, and dismantling the Seventh Annual MVPL Comic Expo.

Section 2. Coordination with City Departments. The Mount Vernon Public Library shall coordinate with the Department of Public Safety, the Department of Public Works, and any other relevant City agencies to ensure proper traffic control, public safety, sanitation, and other necessary logistical support.

Section 3. Compliance with Regulations. The Mount Vernon Public Library shall comply with all applicable laws, ordinances, and regulations of the City of Mount Vernon and shall be

responsible for ensuring that the event is conducted in a safe and orderly manner.

Section 4. Effective Date. This ordinance shall take effect immediately upon passage and approval by the City Council and only upon the filing of documents in the office of the City Clerk of Mount Vernon.



28 South First Avenue Mount Vernon, NY 10550 914-668-1840 www.mtvpl.org

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

Re: Request for Street Closure for the 7th Annual MVPL Comic Expo

Dear Honorable Members of the Mount Vernon City Council,

On behalf of the Mount Vernon Public Library, I respectfully request permission to close One City block at the location of The Mount Vernon Public Library 28 South First Avenue between East First Street and East Second Street on Sunday, September 28, 2025, to accommodate the Seventh Annual MVPL Comic Expo. The event will take place from 12:00 PM to 7:00 PM and is expected to draw a large number of families, community members, and visitors.

This free, family-friendly celebration of comics, pop culture, and the arts has become a signature community event in Mount Vernon, offering engaging activities such as a gaming room, live entertainment, children's programming, and a cosplay contest. The temporary street closure will ensure the safety of attendees, provide space for vendors and performers, and allow for an enjoyable experience for all participants.

We will work closely with city agencies to ensure proper security, traffic redirection, and compliance with all city requirements.

We greatly appreciate the City Council's continued support of library programs and community events, and we hope you will grant us permission to close the street for this special occasion.

Thank you for your consideration. Please feel free to contact me at 914-668-1840 ext. 236 or cwebb@mvplibrary.org if you require any additional information.

Sincerely,

Catherine Webb
Community Outreach/Special Events Coordinator
Mount Vernon Public Library



MVPL COMIC EXPO

SEPTEMBER 28, 2025
12 NOON - 7:00 PM

FREE!



SCAN THE QR CODE
FOR TICKETS

COSPLAY CONTEST

- * FACE PAINTING**
- * GIVE-AWAYS**
- * ARTS & CRAFTS**
- * KIDS SNACKS**
- NERF BATTLE PIT**
- STAR WARS**
- JEDI TRAINING**

***WHILE SUPPLIES LAST**



COME MEET
ROYCE JOHNSON
FEATURED IN THE BLOCKBUSTER TV SHOW

MARVEL'S
DAREDEVIL: BORN AGAIN

FOR MORE INFORMATION EMAIL:
MVPLCOMICEXPO@MVPLIBRARY.ORG





MOUNT VERNON PUBLIC LIBRARY
28 SOUTH FIRST AVENUE MT VERNON, NY

**SEB-25-11**

Special Event Application

Status: Active

Submitted On: 9/4/2025

Primary Location28 FIRST AV ,S
Mount Vernon, NY 10550**Owner**Mount Vernon Public Library
South First avenue 28 Mount
Vernon, NY 10098**Applicant** Catherine Webb
 914-668-1840 ext. 236
 cwebb@mvplibrary.org
 28 S 1st Avenue
Mount Vernon, NY 10550

Applicant Information**Is the applicant an individual, organization OR CITY
DEPARTMENT??***

Business / Organization

Applying Organization / Business Name*

Mount Vernon Public Library

Applicant Address (Street Name, City, State, ZIP code, PLEASE!)*28 South First Avenue
Mount Vernon, NY 10550**Applicant's Daytime Phone Number***

9146681840

Organization/Business Main Contact Person*

Cathy Webb

Event Information**Event Name***

MVPL Comic Expo

Event Sponsor

Mount Vernon Public Library

Event Date*

09/28/2025

Rain Date

10/05/2025

Event Location*

Mount Vernon Public Library
28 South First Avenue
Mount Vernon NY 10550

Start Time (e.g. 10 AM)*

10 am

End Time (e.g. 7 PM)*

7 pm

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

South First Avenue (Between East First and East Second Streets)

Event Information

Event details. *

The Mount Vernon Public Library proudly presents BEST FREE POP CULTURE EVENT IN WESTCHESTER COUNTY, NY, THE MVPL COMIC EXPO! This outdoor event features vendors and artists, cosplay contests, gaming tournaments, and much more. All types of fun activities appealing to all ages will be offered. This family event is the perfect oasis for all things comics, anime, gaming and sci-fi. Cosplay is highly encouraged! Come as your favorite character for a chance to win prizes. This event encourages participants to come together with others in the community to discuss their favorite comics, anime, manga, games.

Special Accommodations (Check all necessary for your event)

Parking Control ?



Sound Amplification Equipment ?



Use of Open Flame ?



Stage, Tent, or Canopy ?



Will you be having any vendors at your event?*

YES

Are you requesting to use Private Security?*

NO

Additional Notes/Requests

Additional Information

No. This event has happened for 5 years on South First Avenue with thankfully no issues.

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. *



Catherine Webb

Sep 4, 2025



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

EVENT NAME & DATE: Mt. Vernon Public Library Comic Expo Sun 9/28/25
EVENT SPONSOR: Mt. Vernon Public Library

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>CATHERINE WEBB</u>
Authorized Officer Title (if applicable): <u>SPECIAL EVENTS COORDINATOR</u>
Signature: <u>Catherine Webb</u>

State of New York ss.:
County of Westchester

On the 5th day of September in the year 2025, before me, the undersigned, personally appeared CATHERINE WEBB, 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.

Subscribed and sworn/affirmed before me this) 5th day of September, 2025
Print Name: Deborah A. Kershaw
Signature: Deborah A. Kershaw
Qualified in Westchester County Commission Expires: 04/26/2028

effective: April 1, 2025
DEBORAH A. KERSHAW
Notary Public, State of New York
Certified in Westchester County
No. 01KE6109034
My Commission Expires April 26, 2028

East Second Street

**Post Office
Parking Lot**

**Library
Walkway**

Library

STAGE

**Dental
Office**

**Private
House**

**Enterprise
Car Rental**

**PCSB
BANK**

Library Parking Lot

South First Avenue

**Westchester County
Parking Lot**

**Currently
Unoccupied
Business**

Food Truck

**Private
House**

**Westchester County
Parking Lot**

**Private
House**

**Private
House**

**Private
House**

**Private
House**

Post Office

**Reginald Lafayette
Office Building**

East First Street



City of Mount Vernon, NY

September 5, 2025

Fire Department Inspection

Record No. SEB-25-11

Status Completed**Became Active** September 4, 2025**Assignee** Teddy Beale**Due Date** None





Primary Location

28 FIRST AV ,S
Mount Vernon, NY 10550

Owner

Mount Vernon Public Library
South First avenue 28 Mount
Vernon, NY 10098

Applicant

 Catherine Webb
 914-668-1840 ext. 236
 cwebb@mvplibrary.org
 28 S 1st Avenue
Mount Vernon, NY 10550

Inspection Types Overview



No Inspection Types Added Yet

You will be able to add new inspection types to a new appointment.

Scheduled Appointments

None

Requested Appointments

None

Past Appointments

None

Messages

Teddy Beale

September 4, 2025 at 8:10 pm

FDMV has no objections to the MVPL Comic Expo



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

September 8, 2025

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

RE: Mount Vernon Public Library Comic Expo

Please be advised that the Department of Public Works has no objections to the Mount Vernon Public Library's Comic Expo event scheduled for Sunday September 28, 2025 (rain date 10/05/2025) at 28 South 1st Avenue

Mount Vernon, NY from 10:00AM to 7:00PM. The Department of Public Works will place No Parking Signs 72 hours in advance and place barricades on South First Avenue between East 1st Street and East Second Street.

Best regards,

John Nuculovic
Deputy Commissioner of Public Works
JN/dg



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: September 8, 2025

To: Office of the Police Commissioner

From: Sgt De Benedictis, Support Services Division

Subject: MVPL Comic Expo (Mount Vernon Public Library)

At your direction, the undersigned has reviewed the attached special event request submitted by the Recreation Department. This event is called "MVPL Comic Expo" which is scheduled for Sunday September 28th, 2025, from the hours of 1000hrs to 1900hrs with a rain date of October 5, 2025. The event organizer Cathy Webb has requested a street closer of South First Ave between East First and East Second St to host the event.

It is recommended that (2) officers be hired on an overtime basis and the sector car and a supervisor give special attention to the event.

I also recommend the patrol supervisor be authorized to hire additional officers on an overtime basis should the need arise at the expense of the organizer.

Sgt. De Benedictis #3
Executive Officer
Support Services Division



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 -1588
A

Agenda Date: 9/10/2025

Agenda #: 2. -

City Council:

AN ORDINANCE ESTABLISHING A FREEDOM OF INFORMATION LAW COMPLIANCE POLICY FOR THE CITY OF MOUNT VERNON, NEW YORK

WHEREAS, the City of Mount Vernon acknowledges that the public has a right to know how its government operates and that this right is essential to establishing the public's trust.

WHEREAS, the New York State Freedom of Information Law (Public Officers Law, Article 6, §84, also known as the Freedom of Information Law (FOIL)) mandates that all government records shall be available for public inspection and copying, subject to certain limited exceptions, to promote transparency, accountability, and trust in government

WHEREAS, the City of Mount Vernon is responsible for ensuring timely, fair, and consistent access to public records, to designate a records access officer, to establish procedures for responding to requests, and to provide for administrative review of denials in accordance with New York State Law; and

WHEREAS, the City seeks to affirm its commitment to open government by adopting local procedures that comply with and implement the requirements of the New York State Freedom of Information Law;

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

Section 1. Title. This ordinance shall be known as the "Freedom of Information Compliance Policy for the City of Mount Vernon, New York" ordinance.

Section 2. Adoption of the Freedom of Information Law Compliance Policy. The City Council hereby adopts the Freedom of Information Law Compliance Policy, as indicated below:

“FREEDOM OF INFORMATION COMPLIANCE POLICY FOR THE CITY OF MOUNT VERNON, NEW YORK”

§1. Statement of Policy and Purpose. The purpose of this policy is to establish local procedures to ensure compliance with the New York State Freedom of Information Law (Public Officers Law, Article 6) and to guarantee the public's right to access government records to the fullest

extent allowable by law.

§2. Definition of Record. “Record” means any information kept, held, filed, produced or reproduced by, with, or for this agency, in any physical form whatsoever, including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or disks, rules, regulations or codes.

§3. Designation of Records Access Officers. The City of Mount Vernon is responsible for ensuring compliance with the FOIL and designates the following positions as the Records Access Officer and the Appeal Officer, respectively:

FOIL OFFICER - Records Access Officer
City Hall, Law Department, Room 111
Mount Vernon, New York 10552
914-665-2366

Foilnylaw@cmvny.gov <<mailto:Foilnylaw@cmvny.gov>>

The Records Access Officer is responsible for ensuring an appropriate and timely agency response to public requests for access to records.

APPEAL OFFICER - Corporation Counsel
City Hall, Law Department, Room 111
Mount Vernon, New York 10552
914-665-2366

Foilnylaw@cmvny.gov <<mailto:Foilnylaw@cmvny.gov>>

The Appeal Officer is responsible for responding only to denied or constructively denied FOIL requests after receiving a denial to a FOIL or a lack of a response from the FOIL Officer.

Inspection of Records Location. City Records may be found and inspected in their respective departments upon request to the extent available.

Each department is responsible for maintaining its own records and creating and updating an annual list of available records, which will be posted on the City's website.

Hours for Public Inspection. Requests for public access to records shall be accepted, and records may be produced during the hours the City is regularly open for business.

These hours are: 8:30 a.m.- 4:30 p.m.

Requests for Public Access to Records. Requests for records should be made in writing, either in person in the Law Department, Room 111, or on the cmvny.com website under FOIL Requests. The City will acknowledge the request within five (5) business days of receiving it. The time required to complete a request will vary depending on several factors, including the number of records requested and the difficulty in locating and reviewing the documents. The Requestor will be notified

of the timeframe within which the agency needs to complete the request.

The acknowledgment will inform the person requesting records that the request or portion of the request does not reasonably describe the records sought, including direction, to the extent possible, that would enable that person to request records reasonably described; verify the receipt of a request in writing; and provide an approximate date when the request will be fulfilled.

The response to the request shall not be more than twenty (20) business days after the date of the acknowledgment, or if it is known that circumstances prevent disclosure within twenty (20) business days from the date of such acknowledgment, the City will provide a statement in writing indicating the reason for the inability to grant the request that time and date specific, within a reasonable period under the circumstances of the request, when the request will be given in whole or in part.

If the receipt of the request was acknowledged in writing and included an approximate date when the request would be granted in whole or in part within twenty business days of such acknowledgment, but circumstances prevent disclosure within that time, providing a statement in writing within twenty business days of such acknowledgment specifying the reason for the inability to do so and a date specific, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part.

Failure to comply with the time limitations described herein shall constitute a constructive denial of a request that may be appealed.

Denial of access to records shall be made in writing, stating the specific reason and advising the requester of the right to appeal to the individual established to determine appeals, who shall be identified by name, title, business address, and business phone number. If requested records are not provided promptly, such failure shall also be deemed a denial of access.

Any person denied access to records may appeal within thirty (30) days of a denial. The time for deciding an appeal by the individual or body designated to determine appeals shall commence upon receipt of a written appeal identifying:

- (1) the date and location of requests for records;
- (2) a description, to the extent possible, of the records that were denied; and
- (3) the name and return address of the person denied access.

Failure to determine an appeal within ten (10) business days of its receipt by granting access to the records sought or fully explaining the reasons for further denial in writing shall constitute a denial of the appeal. The person or body designated to determine appeals shall transmit copies of all appeals to the Committee on Open Government upon receipt of appeals by email. The person or body designated to determine appeals shall inform the appellant and the Committee on Open Government of its determination in writing within ten (10) business days of receipt of an appeal.

Submitting a FOIL request or inspecting records in a city's offices is free. However, an agency may charge the Requestor for reproducing the records you requested. FOIL limits the amount that can be charged. The Requestor may always include a specific statement limiting the amount you are

willing to pay in your request letter. If an agency estimates that the total cost will exceed that amount, you may narrow your request to reduce the cost.

The fee for reproducing a record may include the actual cost of the storage device or media, the exact cost for engaging outside professional service to produce the record, and the hourly salary for employee time used in reproducing the record.

There shall be *no* fee charge for:

- (1) inspection of records;
- (2) search for records unless the search takes more than 2.0 hours.
- (3) Copies of less than 25 pages may be provided without a fee; however, copies of more than 25 pages will be charged .25 cents per page.

If a records request takes more than 2 hours to search and produce, the City may charge a fee for delivering such a request. Such a fee shall be based upon the following:

- (i) An amount equal to the hourly salary attributed to the lowest-paid agency employee who has the necessary skill required to prepare a copy of the requested record;
- (ii) the actual cost of the storage devices or media provided to the person requesting to comply with such request;
- (iii) The actual cost to the agency of engaging an outside professional service to prepare a copy of a record, but only when an agency's information technology equipment is inadequate to prepare a copy, if such service is used to prepare the copy, and
- (iv) preparing a copy shall not include search time or administrative costs. No fee shall be charged unless at least two hours of agency employee time are needed to prepare a copy of the requested record. A person requesting a record shall be informed of the estimated cost of preparing a copy if more than two hours of an agency employee's time is needed or if an outside professional service would be retained to prepare a copy of the record.

Fees. Should you desire copies of records, fees shall apply in accordance with §87(1) of the NYS Public Officers Law. An advanced payment is required before records are released. Please make checks or money orders payable to the City of Mount Vernon.

Fees for Photocopies: Pages up to 9 inches by 14 inches are \$ 0.25 each, plus the actual cost of reproducing any other record.

There shall be no fee charged for:

- (1) inspection of records;
- (2) search for records unless the search takes more than 2.0 hours.
- (3) Copies of less than 25 pages may be provided without a fee; however, copies of more than 25 pages will be charged .25 cents per page.

In the event a records request takes more than 2.0 hours to search and produce, the City of

Mount Vernon may charge a fee for delivering such a request. Such a fee shall be based upon the following:

- (i) An amount equal to the hourly salary attributed to the lowest-paid agency employee who has the necessary skill required to prepare a copy of the requested record;
- (ii) the actual cost of the storage devices or media provided to the person requesting to comply with such request;
- (iii) The actual cost to the agency of engaging an outside professional service to prepare a copy of a record, but only when an agency's information technology equipment is inadequate to prepare a copy, if such service is used to prepare the copy, and
- (iv) Preparing a copy shall not include search time or administrative costs. No fee shall be charged unless at least two hours of agency employee time are needed to prepare a copy of the requested record. A person requesting a record shall be informed of the estimated cost of preparing a copy if more than two hours of an agency employee's time is needed or if an outside professional service would be retained to prepare a copy of the record.

Section 3. Effective Date. This Ordinance shall take effect immediately upon approval and adoption by the City Council and following applicable laws of the State of New York.

**AN ORDINANCE ESTABLISHING A FREEDOM OF
INFORMATION LAW COMPLIANCE POLICY
FOR THE CITY OF MOUNT VERNON, NEW YORK**

WHEREAS, the City of Mount Vernon acknowledges that the public has a right to know how its government operates and that this right is essential to establishing the public's trust.

WHEREAS, the New York State Freedom of Information Law (Public Officers Law, Article 6, §84, also known as the Freedom of Information Law (FOIL)) mandates that all government records shall be available for public inspection and copying, subject to certain limited exceptions, to promote transparency, accountability, and trust in government

WHEREAS, the City of Mount Vernon is responsible for ensuring timely, fair, and consistent access to public records, to designate a records access officer, to establish procedures for responding to requests, and to provide for administrative review of denials in accordance with New York State Law; and

WHEREAS, the City seeks to affirm its commitment to open government by adopting local procedures that comply with and implement the requirements of the New York State Freedom of Information Law;

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

Section 1. Title. This ordinance shall be known as the "Freedom of Information Compliance Policy for the City of Mount Vernon, New York" ordinance.

Section 2. Adoption of the Freedom of Information Law Compliance Policy. The City Council hereby adopts the Freedom of Information Law Compliance Policy, as indicated below:

**“FREEDOM OF INFORMATION COMPLIANCE POLICY
FOR THE CITY OF MOUNT VERNON, NEW YORK”**

§1. Statement of Policy and Purpose. The purpose of this policy is to establish local procedures to ensure compliance with the New York State Freedom of Information Law (Public Officers Law, Article 6) and to guarantee the public's right to access government records to the fullest extent allowable by law.

§2. Definition of Record. “Record” means any information kept, held, filed, produced or reproduced by, with, or for this agency, in any physical form whatsoever, including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or disks, rules, regulations or codes.

§3. Designation of Records Access Officers. The City of Mount Vernon is responsible for ensuring compliance with the FOIL and designates the following positions as the Records Access Officer and the Appeal Officer, respectively:

FOIL OFFICER – Records Access Officer
City Hall, Law Department, Room 111
Mount Vernon, New York 10552
914-665-2366
Foilnylaw@cmvny.gov

The Records Access Officer is responsible for ensuring an appropriate and timely agency response to public requests for access to records.

APPEAL OFFICER – Corporation Counsel
City Hall, Law Department, Room 111
Mount Vernon, New York 10552
914-665-2366
Foilnylaw@cmvny.gov

The Appeal Officer is responsible for responding only to denied or constructively denied FOIL requests after receiving a denial to a FOIL or a lack of a response from the FOIL Officer.

Inspection of Records Location. City Records may be found and inspected in their respective departments upon request to the extent available.

Each department is responsible for maintaining its own records and creating and updating an annual list of available records, which will be posted on the City's website.

Hours for Public Inspection. Requests for public access to records shall be accepted, and records may be produced during the hours the City is regularly open for business.

These hours are: 8:30 a.m.- 4:30 p.m.

Requests for Public Access to Records. Requests for records should be made in writing, either in person in the Law Department, Room 111, or on the cmvny.com website under FOIL Requests. The City will acknowledge the request within five (5) business days of receiving it. The time required to complete a request will vary depending on several factors, including the number of records requested and the difficulty in locating and reviewing the documents. The Requestor will be notified of the timeframe within which the agency needs to complete the request.

The acknowledgment will inform the person requesting records that the request or portion of the request does not reasonably describe the records sought, including direction, to the extent possible, that would enable that person to request records reasonably described; verify the receipt of a request in writing; and provide an approximate date when the request will be fulfilled.

The response to the request shall not be more than twenty (20) business days after the date of the acknowledgment, or if it is known that circumstances prevent disclosure within twenty (20) business days from the date of such acknowledgment, the City will provide a statement in writing indicating the reason for the inability to grant the request that time and date specific, within a reasonable period under the circumstances of the request, when the request will be given in whole or in part.

If the receipt of the request was acknowledged in writing and included an approximate date when the request would be granted in whole or in part within twenty business days of such acknowledgment, but circumstances prevent disclosure within that time, providing a statement in writing within twenty business days of such acknowledgment specifying the reason for the inability to do so and a date specific, within a reasonable period under the circumstances of the request, when the request will be granted in whole or in part.

Failure to comply with the time limitations described herein shall constitute a constructive denial of a request that may be appealed.

Denial of access to records shall be made in writing, stating the specific reason and advising the requester of the right to appeal to the individual established to determine appeals, who shall be identified by name, title, business address, and business phone number. If requested records are not provided promptly, such failure shall also be deemed a denial of access.

Any person denied access to records may appeal within thirty (30) days of a denial. The time for deciding an appeal by the individual or body designated to determine appeals shall commence upon receipt of a written appeal identifying:

- (1) the date and location of requests for records;
- (2) a description, to the extent possible, of the records that were denied; and
- (3) the name and return address of the person denied access.

Failure to determine an appeal within ten (10) business days of its receipt by granting access to the records sought or fully explaining the reasons for further denial in writing shall constitute a denial of the appeal. The person or body designated to determine appeals shall transmit copies of all appeals to the Committee on Open Government upon receipt of appeals by email. The person or body designated to determine appeals shall inform the appellant and the Committee on Open Government of its determination in writing within ten (10) business days of receipt of an appeal.

Submitting a FOIL request or inspecting records in a city's offices is free. However, an agency may charge the Requestor for reproducing the records you requested. FOIL limits the amount that can be charged. The Requestor may always include a specific statement limiting the amount you are willing to pay in your request letter. If an agency estimates that the total cost will exceed that amount, you may narrow your request to reduce the cost.

The fee for reproducing a record may include the actual cost of the storage device or media, the exact cost for engaging outside professional service to produce the record, and the hourly salary for employee time used in reproducing the record.

There shall be *no* fee charge for:

- (1) inspection of records;
- (2) search for records unless the search takes more than 2.0 hours.
- (3) Copies of less than 25 pages may be provided without a fee; however, copies of more than 25 pages will be charged .25 cents per page.

If a records request takes more than 2 hours to search and produce, the City may charge a fee for delivering such a request. Such a fee shall be based upon the following:

- (i) An amount equal to the hourly salary attributed to the lowest-paid agency employee who has the necessary skill required to prepare a copy of the requested record;
- (ii) the actual cost of the storage devices or media provided to the person requesting to comply with such request;
- (iii) The actual cost to the agency of engaging an outside professional service to prepare a copy of a record, but only when an agency's information technology equipment is inadequate to prepare a copy, if such service is used to prepare the copy, and
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Section 3. Effective Date. This Ordinance shall take effect immediately upon approval and adoption by the City Council and following applicable laws of the State of New York.



SHAWYN PATTERSON-HOWARD
MAYOR

BRIAN G. JOHNSON
CORPORATION COUNSEL

CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT OF LAW
CITY HALL

ONE ROOSEVELT SQUARE, MOUNT VERNON, NY 10550
(914) 665-2366 • FAX (914) 665-9142
WWW.CI.MOUNT-VERNON.NY.US

DEPUTY CORPORATION
COUNSEL
JOHAN S. POWELL

SECOND DEPUTY
CORPORATION COUNSEL
CHRISTINE LOMBERT

ASSISTANT CORPORATION
COUNSEL
MILDRED MCGUIRE

August 28, 2025

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

RE: Request for the adoption of a local ordinance establishing a Freedom of Information Law
Compliance Policy

Dear Honorable City Council Members,

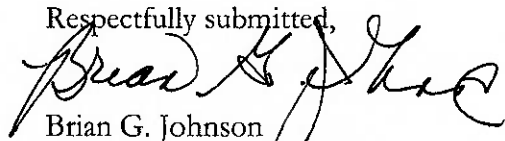
This letter respectfully requests the adoption of a local ordinance establishing a Freedom of Information Law (FOIL) Compliance policy. As you are aware, Article 6 of the New York State Public Officers Law, commonly referred to as the Freedom of Information Law, guarantees the public's right to access government records. While the City currently responds to such requests, establishing a comprehensive policy will further enhance transparency, streamline our internal processes, and provide clear guidelines for both citizens and City agencies.

The proposed policy would encompass the following key areas:

- **Designation of a Records Access Officer:** Formalizing the role of a dedicated Records Access Officer within the Department of Law to act as the primary point of contact for FOIL requests, responsible for receiving, processing, and responding to requests, or delegating these functions to appropriate departments.
- **Establish Response Times:** Defining specific timelines for acknowledging and responding to FOIL requests, adhering to and potentially exceeding the statutory five-business-day acknowledgement period, and providing a reasonable date for granting or denying access.
- **Fee Structure for Reproducing Records:** Establishing a transparent and equitable fee schedule for the duplication of records, if any, per state guidelines.

The adoption of this ordinance will serve the best interests of the City and its residents by promoting openness and accountability in government operations. It will standardize our FOIL procedures, minimize potential inconsistencies, and ultimately enhance public trust in our local government. This policy is considered a crucial step toward fostering a more informed and engaged citizenry. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian G. Johnson", written over the typed name.

Brian G. Johnson
Corporation Counsel
City of Mount Vernon



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 -1605

Agenda Date: 9/24/2025

Agenda #: 3.

City Council:

**AN ORDINANCE RESCINDING ORDINANCE NO. 4,
ADOPTED ON AUGUST 14, 2025, ENTITLED “AN
ORDINANCE AUTHORIZING THE MAYOR TO
ATTEND THE NEW YORK CONFERENCE OF
MAYORS AND MUNICIPAL OFFICIALS (NYCOM)
2025 FALL TRAINING SCHOOL”**

Whereas, in correspondence dated September 5, 2025, Mayor Shawyn Patterson-Howard formally requested authorization to rescind Ordinance No. 4, adopted on August 14, 2025, entitled “An Ordinance Authorizing the Mayor to Attend the New York Conference of Mayors and Municipal Officials (NYCOM) 2025 Fall Training School,” and to declare said ordinance rescinded in its entirety; and

Whereas, on August 14, 2025, the City Council of the City of Mount Vernon adopted Ordinance No. 4, entitled “An Ordinance Authorizing the Mayor to Attend the New York Conference of Mayors and Municipal Officials (NYCOM) 2025 Fall Training School”; and

Whereas, the Mayor of the City of Mount Vernon is unable to attend the aforementioned training as originally authorized; and

Whereas, it is therefore necessary and appropriate for the City Council to rescind Ordinance No. 4 of 2025 in its entirety; **Now, Therefore, Be It Resolved That**

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

Section 1. Rescission. Ordinance No. 4, adopted on August 14, 2025, entitled “An Ordinance Authorizing the Mayor to Attend the New York Conference of Mayors and Municipal Officials (NYCOM) 2025 Fall Training School,” is hereby rescinded in its entirety.

Section 2. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.

CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

MALCOLM CLARK
Chief of Staff

KHENDRA DAVID
Deputy Chief of Staff

September 5, 2025

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

[New York Conference of Mayors and Municipal Officials (NYCOM)
2025 **Fall** Training School

Dear Honorable Council Members,

I am writing to rescind **Item #4** from the **August 14, 2025**, meeting agenda, as I will no longer be attending the training.

Please review the attached documentation, and feel free to let me know if you have any questions or require further clarification.

Thank you for your attention to this matter.

In Service,

A handwritten signature in blue ink, reading "Shawyn Patterson-Howard".

Shawyn Patterson-Howard, MPA
Mayor

“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 -1609

Agenda Date: 9/24/2025

Agenda #: 4.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO ATTEND THE UNITED STATES CONFERENCE OF MAYORS (USCM) 2025 FALL LEADERSHIP MEETING IN OKLAHOMA CITY, OKLAHOMA

Whereas, in correspondence dated September 5, 2025, Mayor Shawyn Patterson-Howard formally requested authorization to attend the United States Conference of Mayors (USCM) 2025 Fall Leadership Meeting in Oklahoma City, Oklahoma, from September 25, 2025, through September 27, 2025; and

Whereas, the USCM Fall Leadership Meeting convenes Trustees, Advisory Board Members, Commission Chairs, Task Force Chairs, and the Executive Leadership Team to address pressing municipal issues, including housing, crime, transportation, environment, mayoral safety, and the evolving public health infrastructure; and

Whereas, the Mayor of the City of Mount Vernon serves as a member of the Advisory Board, Co-Chair of the Youth Health and Human Services Commission, and Chair of the Aging Task Force, and in such capacities, is invited to participate without any registration fee; and

Whereas, the total cost of transportation, lodging, incidentals, and related expenses is estimated not to exceed One Thousand Five Hundred Dollars (\$1,500.00), and such expenses shall be allocated to Budget Line A 1210.402 - Travel; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The Mayor of the City of Mount Vernon is hereby authorized to attend the United States Conference of Mayors (USCM) 2025 Fall Leadership Meeting in Oklahoma City, Oklahoma, from September 25, 2025, through September 27, 2025.

Section 2. Expenses. All necessary and reasonable expenses related to the Mayor's attendance, including transportation, hotel accommodations, and incidentals, not to exceed One Thousand Five Hundred Dollars (\$1,500.00), shall be paid from Budget Line A 1210.402 - Travel.

Section 3. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD
Mayor

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

MALCOLM CLARK
Chief of Staff

KHENDRA K. DAVID
Deputy Chief of Staff

September 5, 2025

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

Re: United States Conference of Mayors (USCM) 2025 Fall Leadership Meeting

Dear Honorable City Council Members,

This letter comes as a request to the City Council for the enactment of legislation authorizing the Mayor to attend the United States Conference of Mayors (USCM) Fall Leadership Meeting in Oklahoma City, OK from September 25th to September 27th, 2025.

The USCM Fall Leadership Meeting brings together USCM Trustees, Advisory Board, Commission Chairs, Task Force Chairs, and the Executive Leadership Team. This session's focus will be on housing, crime, transportation, environment, mayoral safety, and the changing public health infrastructure.

As a member of the Advisory Board Co-Chair of Youth Health and Human Services Commission and Chair of the Aging Task Force, there is no registration fee. The entire trip including transportation, incidentals, and hotel should not exceed \$1,500.00 (One Thousand Five Hundred dollars). The cost of the travel, hotel fees, and incidentals will be expensed from budget A 1210.402 – Travel. At the time of this submission an agenda was not available.

In Service,

Shawyn Patterson-Howard
Mayor

The United States Conference of Mayors
**2025 Fall Leadership
Meeting**

September 25 – 27, 2025
Oklahoma City



AGENDA
as of September 8, 2025

Hotel

The National
120 N Robinson Avenue
Oklahoma City, OK 73102

Meeting Location

Vast – Devon Tower
333 W Sheridan Ave, 49th Fl
Oklahoma City, OK 73102

Meeting Wi-Fi

SSID:
Password:

Press

The meeting is closed to the press

Attire

Thursday – Casual
Friday - Business
Saturday - Business Casual

Thank You

In appreciation of your support
The United States Conference of Mayors
2025 Fall Leadership Meeting



the de Beaumont Foundation + Kaiser Permanente



THURSDAY, SEPTEMBER 25

Registration

2:00 p.m. – 5:00 p.m.

Main Lobby, Level 2

The National

Welcome Dinner Reception Sponsored by Cox Communications

7:00 p.m. – 9:30 p.m.

Mint and Beacon Rooms, Level 2

The National

Evening Sponsored by Cox Communications

The First National tower opened in 1931. It is 446 feet tall and when it opened, it was the fourth-tallest building west of the Mississippi.

The murals in the Great Banking Hall depict:

- The Louisiana Purchase that added what is now Oklahoma to the United States
- The Trail of Tears that brought Native American tribes to what is now Oklahoma; there are 39 tribes headquartered in Oklahoma today
- The Land Run of April 22, 1889 that birthed Oklahoma City and brought its population from essentially zero to 10,000 in a single day

In the 1980s, the First National Bank failed in a wave of bank failures sparked by the oil bust that decimated Oklahoma City. The building went through a series of owners (many out-of-state), and the Great Banking Hall went dark and essentially unused for decades.

In a project that spanned Mayor Cornett and Mayor Holt's tenures, a public-private partnership was established to restore the building, a project that ultimately exceeded \$300 million and drew upon TIFs, as well as state and federal grant programs. Mayor Holt has held both of his mayoral election night watch parties in the Great Banking Hall, tracking with the progress of construction. The building finally reopened to the public in 2022, a few weeks into Mayor's Holt's second term. Once an office building, the First National is now home to apartments, a hotel, restaurants and bars.

FRIDAY, SEPTEMBER 26

Registration

8:00 a.m. – 9:30 a.m.

4th Floor Foyer, The National

and

10:30 a.m. – 4:00 p.m.

Vast - 49th Floor, Devon Tower (333 W Sheridan Ave.)

Breakfast Available

8:00 a.m. – 9:30 a.m.

Hound Room - 4th Floor, The National

Press Conference

9:30 a.m. – 9:50 a.m.

Fish Room - 4th Floor, The National

Walk to Meeting Location

Vast - 49th Floor, Devon Tower (333 W Sheridan Ave.)

The walk to Devon Tower will take you past the construction site for a multimillion dollar monument to Oklahoma City's civil rights movement that is slated to open November 1st. The monument will include a lunch counter, as well as statues of civil rights pioneer Clara Luper and over a dozen children. In August of 1958, Clara Luper and her sit-inners (all of whom were children) staged a sit-in at the lunch counter of a drug store that once stood near the site. That sit-in integrated the lunch counter and inspired the Greensboro sit-ins two years later. Luper continued her efforts across Oklahoma City for many years that followed.

To reach Devon Tower, you will walk through the Colcord Hotel, which opened as an office building in 1909 and converted to a hotel in 2006. It was Oklahoma City's first "skyscraper."

Devon Tower next door to the Colcord opened in 2012 and is 844 feet tall. It is the 15th-tallest building west of the Mississippi, and only 15 U.S. cities have a taller building. The owner of the building - Devon Energy - was founded in 1971 and is ranked 267th on the Fortune 500 list. Vast is the restaurant and meeting space venue atop the tower that is open to the public and opened with the building.

Welcome and Introduction to Oklahoma City

10:15 a.m. – 10:35 a.m.

Welcome

DAVID HOLT

Mayor of Oklahoma City

President, The United States Conference of Mayors

FRIDAY, SEPTEMBER 26

Opening Remarks

10:35 a.m. – 10:45 a.m.

Opening Comments

TODD GLORIA

Mayor of San Diego

Vice President, The United States Conference of Mayors

LEIRION GAYLOR BAIRD

Mayor of Lincoln

Second Vice President, The United States Conference of Mayors

TOM COCHRAN

CEO and Executive Director

The United States Conference of Mayors

Conversation with U.S. Senator James Lankford

10:45 a.m. - 12:00 p.m.

Remarks

THE HONORABLE JAMES LANKFORD

United States Senator (OK)

Chair, Subcommittee on Energy, Natural Resources, and Infrastructure

Chair, Subcommittee on Border Management, Federal Workforce and Regulatory Affairs

Housing Priorities and the State of Pending Legislation

ANDREW J. GINTHER

Mayor of Columbus, OH

Chair, Housing Task Force

Past President, The United States Conference of Mayors

Update on the FEMA Review Council and the FEMA Act of 2025

JANE CASTOR

Mayor of Tampa

Chair, Intergovernmental Emergency Management Task Force

Buffet Lunch Available

12:00 p.m.

Working Lunch: Supporting Small Businesses with Wells Fargo

12:25 p.m. - 12:30 p.m.

Remarks

SCOTT FONTENOT

Senior Vice President, Government Affairs

Wells Fargo

USCM Platinum Partner

FRIDAY, SEPTEMBER 26

Working Lunch: Current Issues Relating to Crime and Policing

12:30 p.m. - 1:30 p.m.

Moderators

JERRY DYER

Mayor of Fresno

Co-Chair, Mayors and Police Chiefs Task Force

BRETT SMILEY

Mayor of Providence

Co-Chair, Mayors and Police Chiefs Task Force

Homelessness

1:30 p.m. - 2:00 p.m.

Moderator

TBA

Energy and the Environment

2:00 p.m. - 2:30 p.m.

Moderator

TBA

Surface Transportation Renewal Update

2:30 p.m. - 2:40 p.m.

Moderator

JIM HOVLAND

Mayor of Edina

Chair, Transportation Standing Committee

Personal Security

2:50 p.m. - 3:20 p.m.

Moderator

CHARLES RAMSEY

Advisor, The United States Conference of Mayors

Former Police Chief, Washington, DC and Philadelphia

Women Mayors Leadership Alliance Update

3:20 p.m. - 3:30 p.m.

Remarks

ACQUANETTA WARREN

Mayor of Fontana

Chair, Women Mayors Leadership Alliance

FRIDAY, SEPTEMBER 26

Conversation with Brazilian Mayors

3:30 p.m. - 3:50 p.m.

Moderator

DAVID HOLT

Mayor of Oklahoma City

President, The United States Conference of Mayors

Adjournment

4:00 p.m.

FRIDAY, SEPTEMBER 26

Friday Evening Event: Visit to OKC National Memorial & RIVERSPORT (home of the 2028 Olympics); Dinner at First Americans Museum Sponsored by HNTB

6:00 p.m. – 8:45 p.m.

First Americans Museum (659 First Americans Blvd.)

Evening Sponsored by HNTB

The Oklahoma City National Memorial & Museum is the site of the deadliest act of domestic terrorism in United States history, when 168 Americans were killed by a truck bomb planted at a federal building on April 19, 1995. We will stop at the Survivor Tree for 15 minutes.

After leaving the Memorial, we will pass by:

- Oklahoma City University School of Law, where Mayor Holt serves as Dean
- The Oklahoma City Museum of Art, home of one of the largest Chihuly glass collections in the world
- City Hall, an art deco-style building that opened in 1937
- The Civic Center, OKC's auditorium, which opened in 1937 and was renovated by OKC's MAPS initiative in 2001
- The Myriad Gardens, a downtown botanical garden that opened in the early 1980s, based on a plan proposed for OKC by I.M. Pei
- The site of OKC's new \$1 billion NBA arena that will open in 2028
- Paycom Center, a MAPS project that is the home of the NBA Champion Thunder and opened in 2002
- Scissortail Park, a 70-acre \$130 million urban park and MAPS project that opened in 2019
- The Oklahoma City Convention Center, a \$288 million MAPS project that opened in 2021
- The Omni hotel, OKC's 650-room convention center hotel that was a public-private project

RIVERSPORT is the home of multiple boathouses along the Oklahoma River and a whitewater facility, and the combination of the two allows for OKC to host all paddlesports. The whitewater facility will host six canoe slalom events during the 2028 Los Angeles Olympics. Oklahoma City is the only city outside of Southern California to host the entirety of one sport, and is in fact hosting two, as the softball event will also be staged in OKC at a stadium about eight miles from downtown. OKC will host Olympic events for 16 straight days. The coordination of this once-in-a-lifetime opportunity for OKC was a major initiative of Mayor Holt's, working closely with Mayor Bass, and Mayor Garcetti before her. We will stop at the whitewater course for ten minutes.

En route to First Americans Museum, we will pass by the OKANA resort, a \$400 million public-private project that opened earlier this year and is owned by the Chickasaw Nation. We should arrive at First Americans Museum by 6:50 p.m.

FRIDAY, SEPTEMBER 26

First Americans Museum is a \$200 million project that opened in 2021 and was funded by city and state funds, as well as private philanthropy. It is now owned by the city. FAM tells the history and culture of Oklahoma's 39 tribes and its scale is rivaled only by the Smithsonian institution on the National Mall. We will have only a short program at FAM, as the intent of the evening is to allow for fellowship, viewing of the museum, and the enjoyment of Native American-inspired cuisine.

Transportation: Buses will make one departure from The National at 6:00 and will make two brief stops at the OKC National Memorial and then RIVERSPORT, the home of the 2028 Olympics Canoe Slalom events en route to dinner.

Buses will make one return to The National at 8:45 p.m.

SATURDAY, SEPTEMBER 27

NOTE: Beginning at 8:00 a.m., the Downs Syndrome Association of Central Oklahoma will be hosting its annual 5K and Festival between Devon Tower and Myriad Gardens.

Breakfast Available

8:00 a.m. – 9:30 a.m.

Vast - 49th Floor, Devon Tower
333 W Sheridan Ave.

Convene Meeting

9:30 a.m. – 9:35 a.m.

Presiding

DAVID HOLT

Mayor of Oklahoma City

President, The United States Conference of Mayors

Understanding Datacenters and Their Impacts on Cities

9:35 a.m. – 10:15 a.m.

Moderator

KATE GALLEGO

Mayor of Phoenix

Public Health and Changing Federal Support

10:15 a.m. – 11:00 a.m.

Moderator

MATT TUERK

Mayor of Allentown

Chair, Children, Health, and Human Services Committee

Cybersecurity Update: Federal Changes and Action in Congress

11:00 a.m. – 11:10 a.m.

Remarks

TBA

Meeting of the Legislative Action Committee: Government Shutdown, Recisions, and More

11:10 a.m. – 11:35 a.m.

Moderator

BRIAN C. WAHLER

Mayor of Piscataway

Chair, Legislative Action Committee

SATURDAY, SEPTEMBER 27

America 250 Update

11:35 a.m. - 11:45 a.m.

Remarks

TBA

Update on Constitutional Amendments

11:45 a.m. - 11:50 a.m.

DAVID HOLT

Mayor of Oklahoma City

President, The United States Conference of Mayors

Closing Remarks

11:50 a.m. – 12:00 p.m.

DAVID HOLT

Mayor of Oklahoma City

President, The United States Conference of Mayors

TOM COCHRAN

CEO and Executive Director

The United States Conference of Mayors

Adjourn

12:00 p.m.

Upcoming Calendar of Events

- **WDC Board Meeting & 36th Annual Congressional Forum**
October 9-10 in Washington, DC
- **Mayors Water Council Fall 2025 Meeting**
October 23-24, 2025 in Livermore, CA
- **94th Winter Meeting**
January 28-30, 2026 in Washington, DC
- **2026 Winter Leadership Meeting**
February 12-14, 2026 in Los Angeles, CA
- **Civic I/O at SXSW 2026**
March 12-14, 2026 in Austin, TX
- **Medal of Honor Institute - Leading in the Moment: Values in Action (Mayor's Cohort)**
April 16-19, 2026 in Arlington, TX
- **94th Annual Meeting**
June 2-5, 2026 in Long Beach, CA



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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File #: TMP -1586

Agenda Date: 9/10/2025

Agenda #: 5.

City Council:

AN ORDINANCE AUTHORIZING BUDGET LINE TRANSFERS WITHIN THE DEPARTMENT OF PUBLIC WORKS TO COVER CURRENT NEGATIVE BALANCES AND SUPPORT FUTURE PURCHASES

Whereas, in correspondence dated August 26, 2025, the Commissioner of the Department of Public Works formally requested authorization for the Comptroller to make the following transfers within the Department of Public Works budget; and

Whereas, the City of Mount Vernon recognizes the importance of maintaining fiscal responsibility and ensuring that departmental operations are adequately funded; and

Whereas, the Department of Public Works has identified the need for budget line transfers to cover existing negative balances and anticipated expenses; and

Whereas, these transfers are necessary to support the operational and financial needs of the Department of Public Works, including the maintenance of parking garages, office expenses, leasing, printing and copying, and maintenance of park equipment; and

Whereas, the City Council desires to authorize these budget adjustments to ensure the Department of Public Works can continue to provide essential services to the residents of Mount Vernon; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Transfers. The City Council hereby authorizes the following transfers within the Department of Public Works budget:

From:	Amount:	To:	Amount:
A1620.431 Building Maintenance: Maintenance of Parking Garages	\$4,500.00	A1490.401 Commissioner's Office: Office Expense A1490.407 Leasing, Printing & Copying	\$3,000.00 \$1,500.00
A7111.404 Maintenance of Parks: Maintenance of Equipment	\$15,000.00	A7111.203 Maintenance of Parks: Equipment	\$15,000.00
A5110.426 Highway Maintenance: Street Signs A7111.430 Maintenance of Parks: Memorial Field Renovations	\$15,000.00 \$5,000.00	A7550.482 Christmas Decorations	\$20,000.00
A5110.426 Highway Maintenance: Street Signs	\$5,500.00	A1490.417	\$5,500.00

A1620.414 Building Maintenance: Repairs to Plant & Equipment	\$50,000.00	A8120.405 Sanitary Storm & Sewers: Contracted Outside Services	\$50,000.00
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Section 2. Purpose. The purpose of these transfers is to address current negative balances and provide funding for anticipated purchases to ensure uninterrupted services and operational efficiency within the Department of Public Works.

Section 3. Implementation. The Comptroller is hereby directed to make the necessary entries and adjustments to the City's financial records to reflect these transfers.

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

ROBERT L. HACKETT
Deputy Commissioner

JOHN NUCULOVIC
Deputy Commissioner

August 26, 2025

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

Re: Transfer of Funds

Dear Honorable City Council Members:

The following department budget line transfers are necessary to cover current negative balances as well as future purchases for the Department of Public Works. These transfers are necessary to support the financial needs of the Public Works department and the needs of the city.

FROM	AMOUNT	TO	AMOUNT
A1620.431 Building Maintenance: Maintenance of Parking Garages	\$4,500.00	A1490.401 Commissioner's Office: Office Expense	\$3,000.00
		A1490.407 Leasing, Printing, & Copying	\$1,500.00
A7111.404 Maintenance of Parks: Maintenance to Equipment	\$15,000.00	A7111.203 Maintenance of Parks: Equipment	\$15,000.00
A5110.426 Highway Maintenance: Street Signs	\$15,000.00	A7550.482 Christmas Decorations	\$20,000.00
A7111.430 Maintenance of Parks: Memorial Field Renovations	\$5,000.00		
<u>A5110.426</u> <u>Highway Maintenance:</u> <u>Street Signs</u>	<u>\$5,500.00</u>	<u>A1490.417</u>	<u>\$5,500.00</u>

"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

ROBERT L. HACKETT
Deputy Commissioner

JOHN NUCULOVIC
Deputy Commissioner

A1620.414 Building Maintenance: Repairs to Plant & Equipment	\$50,000.00	A8120.405 Sanitary Storm & Sewers: Contracted Outside Services	\$50,000.00
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If this meets with the approval of Your Honorable Body, kindly have the necessary legislation enacted to transfer funds.

Respectfully,

Damani L. Bush
DPW Commissioner

Cc: Comptroller's Office / File
DB/lp

"The Jewel of Westchester"



City of Mount Vernon, New York

Staff Report

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File #: TMP -1590

Agenda Date: 9/10/2025

Agenda #: 6.

City Council:

**AN ORDINANCE AUTHORIZING THE MAYOR
TO ACCEPT THE COMMUNITY RESILIENCE,
ECONOMIC SUSTAINABILITY, AND TECHNOLOGY
PROGRAM (“CREST”) GRANT AWARDED BY THE
DORMITORY AUTHORITY OF THE STATE OF NEW YORK
(“DASNY”) FOR RENOVATIONS AT THE DOLES CENTER**

Whereas, in correspondence dated August 26, 2025, the Commissioner of the Department of Public Works formally requested authorization for Shawyn Patterson-Howard to accept the CREST grant award from the Dormitory Authority of the State of New York in the amount of \$2,704,000.00 on behalf of the City of Mount Vernon; and

Whereas, the Dormitory Authority of the State of New York (“DASNY”), by award dated August 18, 2025, has granted the City of Mount Vernon (“City”) funding through the Community Resiliency, Economic Sustainability, and Technology Program (“CREST”) in the amount of Two Million Seven Hundred Four Thousand Dollars (\$2,704,000.00); and

Whereas, the CREST grant funds shall be used for renovations at the Doles Center, located at 250 South 6th Avenue, Mount Vernon, New York 10550; and

Whereas, the grant expires three (3) years from the execution of the DASNY agreement, requiring the City to act promptly to plan and execute this long-awaited project; and

Whereas, the Comptroller’s Office will open and maintain a dedicated bank account for all receipts and disbursements associated with the grant, in compliance with DASNY’s requirements; and

Whereas, all revenues and expenditures will be accounted for in accounts H7141.203 C958 (Expenditures) and H3889 C958 (Revenues), respectively; and

Whereas, the City Council recognizes the importance of the Doles Center renovations to the community and supports the Department of Public Works in moving this project forward; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Accept Grant. The Mayor, Shawyn Patterson-Howard, is hereby authorized to accept the CREST grant award from the Dormitory Authority of the State of New York in the amount of **\$2,704,000.00** on behalf of the City of Mount Vernon.

Section 2. Use of Funds. The grant funds shall be used exclusively for renovations at the Doles Center, located at 250 South 6th Avenue, Mount Vernon, New York 10550.

Section 3. Grant Management. The Comptroller’s Office shall open and maintain a dedicated bank account for the receipt and disbursement of all grant funds in accordance with DASNY requirements.

All revenues and expenditures shall be accounted for in accounts H7141.203 C958 and H3889 C958, respectively.

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

JOHN NUCULOVIC
Deputy Commissioner

August 26, 2025

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

RE: Acceptance of DASNY Grant Funds

Dear Honorable City Council Members:

The Department of Public Works respectfully requests that the Mount Vernon City Council enact legislation authorizing Mayor Shawyn Patterson-Howard to accept the Community Resiliency, Economic Sustainability and Technology Program (“CREST”) awarded to the City of Mount Vernon by Dormitory Authority of the State of New York (“DASNY”) on August 18, 2025, in the amount of \$2,704,000.00 that will be used for renovations at the Doles Center located at 250 South 6th Avenue Mount Vernon, NY 10550.

The Community Resiliency, Economic, Sustainability and Technology Program (“CREST”) grant is for an amount not to exceed \$2,704,00.00 and expires three years from “DASNY” execution. With enactment of this legislation, it allows The Department of Public Works to begin the preliminary planning of a long-awaited project for the city of Mount Vernon.

The Comptroller’s Office will open and maintain a dedicated bank account for all receipts and disbursements as required by the terms of this grant. Expenditures and Revenues will be accounted for in accounts H7141.203 C958 and H 3889 C958 (DASNY), respectively.

Thank you in advance for your assistance in this matter.

Respectfully,

Damani Bush
Commissioner of Public Works
DB/dg

Cc: Office of the Mayor, Comptroller, Law, Grants, Recreation Department



City of Mount Vernon, New York

Staff Report

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File #: TMP -1591

Agenda Date: 9/10/2025

Agenda #: 7.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT FOR THE LEASE AND ACQUISITION OF FLEET VEHICLES FOR THE DEPARTMENT OF PUBLIC WORKS

Whereas, in correspondence dated September 1, 2025, the Commissioner of the Department of Public Works formally requested authorization for Mayor Shawyn Patterson-Mayor to enter into an agreement with Enterprise Fleet Management for a 60-month lease of two (2) Ford T-250 High Roof Cargo Vans and four (4) Ford Explorer Active 4x4 vehicles, on the terms set forth herein; and

Whereas, the Department of Public Works ("DPW") has identified that over 65% of the City's fleet is beyond its serviceable life and more than 62% of vehicles are rated as unsatisfactory or worse, thereby impairing the City's ability to provide essential public services including sanitation, snow removal, parks maintenance, street sweeping, and emergency response; and

Whereas, the City has reviewed the Department's Fleet Modernization Proposal and determined that immediate steps must be taken to stabilize and modernize the City's fleet; and

Whereas, the Department of Public Works has recommended that the City of Mount Vernon enter into an agreement with Enterprise Fleet Management for a 60-month lease to acquire two (2) Ford T-250 High Roof Cargo Vans at a monthly lease cost of \$1,028.12 each, and four (4) Ford Explorer Active 4x4 vehicles at a monthly lease cost of \$834.60 each; and

Whereas, such a partnership will allow the City to launch a structured 5-year replacement cycle, reduce escalating maintenance costs, improve operational response times, and implement lifecycle and preventive maintenance strategies that will ensure long-term sustainability of the fleet; and

Whereas, the proposed acquisition will also allow the Department to reassign currently overburdened supervisor dump body vehicles into the general operating fleet, thereby increasing field capacity and alleviating strain on aging vehicles without requiring immediate capital purchases; and

Whereas, procurement for this agreement shall be conducted through cooperative purchasing with Sourcwell, consistent with New York State procurement laws, allowing for a streamlined and legally compliant acquisition process; and

Whereas, the annual cost of this agreement is Sixty-Four Thousand Seven Hundred Thirty-Five Dollars and Sixty-Eight Cents (\$64,735.68), to be funded through the Department of Public Works operating budget, specifically account A1640.203 - DPW Motor Vehicle Control - Equipment;

and

Whereas, the City Council finds it in the best interest of the City of Mount Vernon to approve this agreement in order to enhance service delivery, promote fiscal responsibility, and modernize municipal fleet operations; **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 Mayor of the City of Mount Vernon is hereby authorized to enter into an agreement with Enterprise Fleet Management for a 60-month lease of two (2) Ford T-250 High Roof Cargo Vans and four (4) Ford Explorer Active 4x4 vehicles, on the terms set forth herein.

Section 2. Funding. The costs associated with this lease agreement, in the amount of \$ 64,735.68 annually, shall be charged to budget line A1640.203 - DPW Motor Vehicle Control - Equipment, and shall be incorporated into the Department of Public Works' operating budget for the duration of the lease agreement.

Section 3. Procurement Compliance. This agreement shall be procured through cooperative purchasing via Sourcewell, consistent with applicable New York State procurement laws and regulations.

Section 4. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent 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
JOHN NUCULOVIC
Deputy Commissioner

September 1, 2025

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

Re: Referral to Enter Agreement with Enterprise Fleet Management

Dear Honorable City Council Members,

The Department of Public Works is continuing our strategic efforts to modernize and stabilize our operations. I respectfully submit for your approval a recommendation to enter into an agreement with Enterprise Fleet Management for a 60-month lease for the acquisition and replacement of critical fleet vehicles as follows:

# of Vehicles	Vehicle	Monthly Lease
2	Ford T-250 High Roof Cargo Van	\$1,028.12 / ea.
4	Ford Explorer Active 4x4	\$834.60 / ea.

As detailed previously during the department's Fleet Modernization Proposal, over 65% of our fleet is past its serviceable life and more than 62% is rated as unsatisfactory or worse. This has severely impacted the Department's ability to provide essential services such as snow removal, sanitation, parks maintenance, street sweeping, and emergency response.

This proposed partnership with Enterprise will allow the city to:

- Launch a structured 5-year replacement cycle,
- Reduce escalating maintenance and repair costs,
- Significantly improve response times and operational efficiency,
- And implement lifecycle and preventative maintenance policies to ensure long-term sustainability.

Additionally, this acquisition will enable the Department to reassign the currently overburdened supervisor dump body vehicles, which are presently used for both oversight and fieldwork into the general operating fleet. These multipurpose vehicles, which are vital assets during emergency and seasonal operations, can be redeployed to support daily work orders, bulk pickups, snow operations, and small haul jobs across all divisions. By doing so, the Department will expand its active inventory, enhance field capacity, and alleviate strain on the existing aged fleet without the need for immediate capital purchase.



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

SHAWYN PATTERSON-HOWARD
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(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

Procurement and Funding

The Department of Public Works intends to utilize cooperative procurement through Sourcewell, allowing for a streamlined acquisition process that is compliant with New York State procurement laws. The Enterprise agreement is structured to allow for flexible leasing with scheduled replacement, supported by guaranteed maintenance and resale value management.

Associated Cost(s)

The year one (1) payment of **\$64,735.68** shall be due immediately upon entering and executing the contractual leasing agreement, with the same amount due thereafter annually for the five (5) year duration. These associated costs will be included in the operating budget going forward. This structured financing approach significantly reduces the burden of upfront capital costs while allowing the City to immediately upgrade critical service vehicles and better forecast long-term financial planning related to fleet operations.

Funding for the initial phase of the agreement will be allocated via **A1640.203** – DPW Motor Vehicle Control – Equipment.

Respectfully,

A handwritten signature in blue ink, appearing to read "Damani L. Bush", is written over a light blue circular stamp.

Damani L. Bush
Commissioner of Public Works
DLB/db

Cc: Comptroller's Office
DPW Deputy Commissioner
Garage Superintendent

Attachments: Appendix A – Enterprise - Master Equity Lease Agreement – Government
Appendix B – Enterprise - Full Maintenance Agreement
Appendix C – Enterprise – Manual Invoice
Appendix D - DPW Fleet Rolling Stock
Appendix E – Interdepartmental Fleet Reassignments



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1597

Agenda Date: 9/10/2025

Agenda #: 8.

City Council:

**AN ORDINANCE AUTHORIZING THE AMENDMENT
OF ORDINANCE NO. 1, ADOPTED BY THE CITY
COUNCIL ON JUNE 11, 2025, ENTITLED “AN
ORDINANCE GRANTING A ONE-YEAR LEAVE
OF ABSENCE TO MR. ALEXIS MONTERO TO FILL
THE POSITION OF STORMWATER COORDINATOR
WITHIN THE DEPARTMENT OF PUBLIC WORKS”**

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. 1, adopted by the City Council on June 11, 2025, entitled “**AN ORDINANCE GRANTING A ONE-YEAR LEAVE OF ABSENCE TO MR. ALEXIS MONTERO TO FILL THE POSITION OF STORMWATER COORDINATOR WITHIN THE DEPARTMENT OF PUBLIC WORKS**” TO BE HELD ON SATURDAY, JUNE 11, 2025” is hereby amended as follows:

Whereas, in a letter dated September 2, 2025, [May 29, 2025], the Commissioner of the Department of Public Works formally requested authorization to amend Ordinance No. 1, adopted by the City Council on June 11, 2025, for a leave of absence for Mr. Alexis Montero from his current position as Skilled Laborer within the Department of Public Works to fulfill the position of Stormwater Coordinator; and

Whereas, Mr. Montero has demonstrated exceptional performance and dedication in his current role; and

Whereas, the position of Stormwater Coordinator within the Department of Public Works requires specialized knowledge and experience in stormwater management, which Mr. Montero possesses; and

Whereas, to temporarily fill the position of Stormwater Coordinator, Mr. Montero has requested a leave of absence from his current duties as a Skilled Laborer; and

Whereas, Mr. Montero’s leave of absence shall be under the terms and conditions set forth in the Teamsters 456 Union Contract; and

Whereas, the leave of absence will allow Mr. Montero to gain valuable experience and skills that will benefit the Department of Public Works upon his return; and

Whereas, this Ordinance is in the best interests of the City of Mount Vernon and its residents; **Now, Therefore, Be It Resolved That**

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

Section 1. Leave of Absence Granted. Mr. Alexis Montero is hereby granted a leave of absence from his current position as Skilled Laborer within the Department of Public Works to fulfill the position of Stormwater Coordinator.

Section 2. Effective Period. The leave of absence shall be effective August 25, 2025, to August

24, 2026, [June 16, 2025, through June 15, 2026], in accordance with the terms and conditions of the Teamsters 456 Union Contract.

Section 3. Terms of Leave. During the period of leave, Mr. Montero shall retain all rights and benefits as set forth in the Teamsters 456 Union Contract. Upon the conclusion of the leave, Mr. Montero shall have the right to return to his position as a Skilled Laborer with the Department of Public Works.

Section 4. Effective Date. This Ordinance shall take effect immediately upon passage and approval by the City Council.

New matter underlined

Deleted matter in brackets []



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

AMENDMENT
City Council Agenda- May 29,2025
Item #1

September 2, 2025

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

RE: Amendment to the Dates of Leave of Absence for Mr. Alexis Montero of the Department of Public Works

Dear Honorable City Council Members:

I respectfully request legislation from Your Honorable Body granting a one (1) year leave of absence from ~~[June 16, 2025, to June 15, 2026]~~ **August 25, 2025, to August 24, 2025,** for Mr. Alexis Montero, Skilled Laborer, to fulfill the position of Stormwater Coordinator within the Department of Public Works.

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

Respectfully,

Damani L. Bush
DPW Commissioner
DB/dg

Cc: Alexis Montero
Human Resources
Payroll
Civil Service

~~[Deleted Matter]~~
New Matter



City of Mount Vernon, New York

Staff Report

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File #: TMP -1598

Agenda Date: 9/10/2025

Agenda #: 9.

City Council:

AN ORDINANCE AUTHORIZING A LEAVE OF ABSENCE WITHOUT PAY FOR MR. AKEEM VEREEN, WATER METER READER, BOARD OF WATER SUPPLY

Whereas, in correspondence dated August 29, 2025, the Commissioner of the Board of Water Supply formally requested City Council authorization to grant Mr. Akeem Vereen, Water Meter Reader with the Board of Water Supply, a leave of absence without pay effective September 15, 2025, through September 15, 2026; and

Whereas, the City of Mount Vernon recognizes the service of its employees and seeks to support their professional growth and development; and

Whereas, Mr. Akeem Vereen, presently employed as a Water Meter Reader with the Board of Water Supply, has submitted a formal request for a leave of absence without pay; and

Whereas, Mr. Vereen has been provisionally appointed as a firefighter with the City of Mount Vernon Fire Department and is required to undergo training during the period of September 15, 2025, through September 15, 2026; and

Whereas, the Board of Water Supply and the Department of Public Safety have reviewed and support this request, finding it in the best interests of both the employee and the City; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Leave of Absence Without Pay. The City Council hereby authorizes and approves a leave of absence without pay for Mr. Akeem Vereen, Water Meter Reader, Board of Water Supply, effective September 15, 2025, through September 15, 2026.

Section 2. Employment During Leave. During this period, Mr. Vereen shall be permitted to serve as a provisional firefighter with the City of Mount Vernon Fire Department and to complete all required training.

Section 3. Return to Position. Upon the conclusion of the approved leave of absence, Mr. Vereen shall be reinstated to his position as Water Meter Reader at the Board of Water Supply, or to a similar equivalent position as may be available, in accordance with applicable civil service rules and regulations.

Section 4. Effective Date. This Ordinance shall take effect immediately upon approval by the City Council.



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

August 29, 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: REQUESTING A LEAVE OF ABSENCE FOR WATER EMPLOYEE -
AKEEM VEREEN (WATER METER READER)

Dear Honorable Council Members:

This letter serves as a formal request on behalf of Mr. Akeem Vereen, Water Meter Reader for the City of Mount Vernon Board of Water Supply, for a Leave of Absence Without Pay effective September 15, 2025 through September 15, 2026. During this period, Mr. Vereen will be employed by the City of Mount Vernon Fire Department as a provisional firefighter in training.

I respectfully request that this matter be brought before this City Council for consideration, legislation, and approval.

Respectfully submitted,


Carlton Spruill
Commissioner



MOUNT VERNON
The Quality of Water Matters



City of Mount Vernon, New York

Staff Report

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File #: TMP -1600

Agenda Date: 9/10/2025

Agenda #: 10.

City Council:

LOCAL LAW NO. __ OF 2025

A LOCAL LAW OF THE CITY OF MOUNT VERNON, NY
ESTABLISHING AN ADMINISTRATIVE SEARCH WARRANT
PROCEDURE TO BE USED IN CONJUNCTION WITH
LOCAL LAW NO. 6 OF 2024, ENTITLED A LOCAL
GOVERNMENT CODE ENFORCEMENT PROGRAM

Be it enacted by the City Council of the City of Mount Vernon, New York, in the County of Westchester, as follows:

SECTION 1. PURPOSE AND INTENT. This law intends to grant authority and to create procedures to be followed by any City of Mount Vernon official responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon and/or of any building or fire code applicable to the City of Mount Vernon to include but not limited to the Code Enforcement Officers of the City of Mount Vernon when applying for and executing administrative warrants.

SECTION 2. DEFINITIONS. In this local law, the following terms shall have the meanings shown in this Section:

Administrative Search Warrant. A written order of a Judge authorizing the inspection and/or search of any property, place, or thing, and the seizure, photographing, copying, or recording of property or physical conditions found thereon or therein, to determine or prove the existence of violations of any ordinance, local law, or applicable building or fire code of the City of Mount Vernon or applicable building or fire code of the City of Mount Vernon or applicable to the City of Mount Vernon relating or in any manner about zoning, land use, and/or building regulation.

SECTION 3. APPLICATION FOR WARRANT. Any City of Mount Vernon official responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon and/or of any building or fire code applicable to the City of Mount Vernon are authorized to apply to any court of competent jurisdiction for the issuance of an administrative search warrant to inspect any premises where the owner or occupant refuses or fails to allow access to and an inspection thereof, and where there is reasonable cause to believe that a violation of any ordinance, local law and/or building and fire prevention code of the City of Mount Vernon or applicable to the City of Mount Vernon has occurred.

SECTION 4. EXECUTION OF WARRANT. An administrative search warrant shall only be executed by a police officer, provided that one or more designated code enforcement officers of the City of Mount Vernon may accompany the officer.

SECTION 5. GENERAL PROVISIONS. Such an administrative search warrant shall be based on probable cause that a violation exists and shall be submitted on a search warrant application form generated by the Office of the Corporation Counsel of the City of Mount Vernon, which shall in all respects comply with the applicable laws of the State of New York and the United States.

SECTION 6. ADMINISTRATIVE SEARCH WARRANT PROCESS. Notwithstanding any other provisions of this Code that antedate the adoption and enactment of this Chapter to the Code, the following shall be the method by which all alleged violations of this Code shall be prosecuted.

(1) Inspections. Where a cognizant enforcement officer has reasonable suspicion to believe that a violation of a provision of this Code has occurred, he/she is hereby authorized and directed to make inspections to determine the existence of such a suspected violation of this Code.

(a) Private Property. In conducting such inspections, the cognizant enforcement may request, in writing, the consent of the property owner of the premises where a suspected offense is believed to have occurred. Said consent shall comply in format with the form that the Corporation Counsel or his designee has approved.

(b) Leased Property. For the cognizant enforcement officer to perform their duties, they are hereby authorized to enter such premises to conduct inspections at reasonable times upon the written consent of any party currently in possession. Said consent shall likewise comply in format with the form that the Corporation Counsel or his designee has approved.

[1] Those premises of leased property remaining exclusively under the control of the owner thereof may be inspected in like manner as premises as described above.

[2] Those areas of the premises used in common by the tenants, the occupants, or the landlord may be inspected without consent, provided the cognizant enforcement officer's presence upon such premises is lawful.

(c) If written consent to inspect is denied or access to the premises cannot be obtained, the cognizant enforcement officer, if he or she has a reason to suspect a violation of a provision of this Chapter, shall apply to a Justice of a court of competent jurisdiction, with the assistance of the Corporation Counsel's Office, upon an affidavit showing probable cause, for an administrative search warrant, granting access to said premises, for the purpose making such inspection. The affidavit will define, with particularity, the place to be inspected and the person (s) who own(s) such premises and, where applicable, identify those in possession.

(2) Notice. When, at the discretion of the cognizant, there is probable cause to allege a violation of any provision of this Code or any rule or regulation adopted, pursuant thereto, they shall, pursuant to the New York Criminal Procedure Law (CPL), §100.05, file with a court of competent jurisdiction an appearance ticket and the original accusatory. The cognizant enforcement officer shall cause the Corporation Counsel or their designee and the person suspected to be responsible for said violation to be served, by personal service, with copies of said accusatory instrument and appearance ticket, directing said person to appear before said Court. Such accusatory instruments shall comply with the requirements of CPL §100.15, 100.30, and 100.40 and inform the recipient thereof, who shall be denominated the "defendant," of the following:

- (a) The Court, wherein said matter shall be pending;
- (b) The accusation part thereof shall identify the Section of this Code or local law alleged to have been violated, to contain the Chapter, article, or Section thereof, as well as the verbatim language of this Code pertinent thereto;
- (c) The specific nature of the conduct of the defendant is alleged to constitute a violation of this Code or local law, and
- (d) The date, time, and location of the alleged violation;

(3) Appeals. Notwithstanding any other provisions of the Code that antedate the adoption and enactment of this Chapter to the Code, the following shall be the method by which all appeals concerning actions prosecuted hereunder shall be taken and perfected. The parties to an action commenced hereunder may institute appeals, according to New York Criminal Procedure Law, Articles 440-470 et seq.

SECTION 7. PARTIAL INVALIDITY. If any section of this local law shall be held unconstitutional, invalid, or ineffective, in whole or in part, such determination shall not be deemed to affect, impair, or invalidate the remainder of this local law.

SECTION 8. EFFECTIVE DATE. This local law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.



SHAWYN PATTERSON-HOWARD
MAYOR

BRIAN G. JOHNSON
CORPORATION COUNSEL

CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT OF LAW
CITY HALL

ONE ROOSEVELT SQUARE, MOUNT VERNON, NY 10550
(914) 665-2366 • FAX (914) 665-9142
WWW.CI.MOUNT-VERNON.NY.US

DEPUTY CORPORATION
COUNSEL
JOHAN S. POWELL

SECOND DEPUTY
CORPORATION COUNSEL
CHRISTINE LOMBERT

ASSISTANT CORPORATION
COUNSEL
MILDRED MCGUIRE

August 4, 2025

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

RE: Request for the adoption of a local law establishing an administrative search warrant procedure

Dear Honorable City Council Members,

This letter respectfully requests the City Council's consideration and adoption of a local law establishing a formal procedure for obtaining administrative search warrants within our municipality. This measure is essential to ensure that our city agencies can effectively perform their vital duties in enforcing local laws related to public health, safety, and welfare, all while upholding the constitutional rights of our citizens.

As you know, the Fourth Amendment to the United States Constitution protects against unreasonable searches and seizures, including those conducted for administrative purposes. The Supreme Court has affirmed that administrative inspections to enforce building or safety codes require either the owner's consent or a warrant if access is denied.

Our City personnel have always attempted to safeguard against potential constitutional issues. Our city agencies face increasing challenges when property owners or occupants refuse entry for necessary inspections to investigate possible violations of local codes related to health, safety, and building regulations. To complement the City's compliance efforts with constitutional law, we recommend that the City Council adopt the attached local law to establish a clear and established legal procedure for obtaining administrative search warrants. The City currently faces difficulties in enforcing such rules and is potentially exposed to legal challenges.

Establishing a local law outlining an administrative search warrant procedure offers several key benefits:

- **Legal Clarity:** Provides a clearly defined legal pathway for code enforcers to follow when faced with denied access to properties for inspections, ensuring due process is followed.
- **Protection of Rights:** Establishes a process that respects and safeguards the constitutional rights of property owners and occupants, as the warrant would be issued by a neutral magistrate based on probable cause.
- **Effective Enforcement:** Enables efficient and effective enforcement of essential health, safety, and building codes, promoting the well-being of the entire community.
- **Reduced Litigation Risk:** Minimizes the potential for legal disputes and costly litigation arising from warrantless inspections.

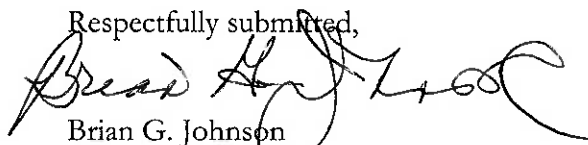
Similar procedures have been adopted by many municipalities in New York State and across the nation, demonstrating their necessity and effectiveness. The proposed local law would:

- Authorize city department heads or their designees, such as the Corporation Counsel, to apply for administrative search warrants when there is reasonable cause to believe a violation of a local law exists and access has been denied.
- Ensure that such applications are made to a court of competent jurisdiction and supported by an affidavit detailing the grounds for the request.
- Clarify that the warrant should be based on a showing of probable cause, which in this context means a reasonable public interest justifying the inspection and a relationship between the ordinance and the property to be searched.
- Stipulate that the warrant must particularly describe the place to be searched and the purpose of the inspection.

The Corporation Counsel's office is prepared to work closely with the city departments to reinforce the City's code enforcement training, ensuring that the City's code enforcement efforts align with the specific needs of the City while ensuring full compliance with constitutional and statutory requirements. This proactive measure will serve the best interests of the community by balancing the need for effective code enforcement with the protection of individual rights.

Thank you for your time and attention to this critical matter and your support for establishing an administrative search warrant procedure to be used in conjunction with the City's code enforcement program.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian G. Johnson", written over the typed name.

Brian G. Johnson
Corporation Counsel
City of Mount Vernon

LOCAL LAW NO. __ OF 2025

**A LOCAL LAW OF THE CITY COUNCIL OF THE
CITY OF MOUNT VERNON, NY ESTABLISHING AN
ADMINISTRATIVE SEARCH WARRANT PROCEDURE
TO BE USED IN CONJUNCTION WITH LOCAL LAW
NO. 6 OF 2024, ENTITLED A LOCAL GOVERNMENT
CODE ENFORCEMENT PROGRAM**

Be it enacted by the City Council of the City of Mount Vernon, New York, in the County of Westchester, as follows:

SECTION 1. PURPOSE AND INTENT. This law intends to grant authority and to create procedures to be followed by any City of Mount Vernon official responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon and/or of any building or fire code applicable to the City of Mount Vernon to include but not limited to the Code Enforcement Officers of the City of Mount Vernon when applying for and executing administrative warrants.

SECTION 2. DEFINITIONS. In this local law, the following terms shall have the meanings shown in this Section:

Administrative Search Warrant. A written order of a Judge authorizing the inspection and/or search of any property, place, or thing, and the seizure, photographing, copying, or recording of property or physical conditions found thereon or therein, to determine or prove the existence of violations of any ordinance, local law, or applicable building or fire code of the City of Mount Vernon or applicable building or fire code of the City of Mount Vernon or applicable to the City of Mount Vernon relating or in any manner about zoning, land use, and/or building regulation.

SECTION 3. APPLICATION FOR WARRANT. Any City of Mount Vernon official responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon and/or of any building or fire code applicable to the City of Mount Vernon are authorized to apply to any court of competent jurisdiction for the issuance of an administrative search warrant to inspect any premises where the owner or occupant refuses or fails to allow access to and an inspection thereof, and where there is reasonable cause to believe that a violation of any ordinance, local law and/or building and fire prevention code of the City of Mount Vernon or applicable to the City of Mount Vernon has occurred.

SECTION 4. EXECUTION OF WARRANT. An administrative search warrant shall only be executed by a police officer, provided that one or more designated code enforcement officers of the City of Mount Vernon may accompany the officer.

SECTION 5. GENERAL PROVISIONS. Such an administrative search warrant shall be based on probable cause that a violation exists and shall be submitted on a search warrant application form generated by the Office of the Corporation Counsel of the City of Mount Vernon, which shall in all respects comply with the applicable laws of the State of New York and the United States.

SECTION 6. ADMINISTRATIVE SEARCH WARRANT PROCESS. Notwithstanding any other provisions of this Code that antedate the adoption and enactment of this Chapter to the Code, the following shall be the method by which all alleged violations of this Code shall be prosecuted.

(1) Inspections. Where a cognizant enforcement officer has reasonable suspicion to believe that a violation of a provision of this Code has occurred, he/she is hereby authorized and directed to make inspections to determine the existence of such a suspected violation of this Code.

(a) Private Property. In conducting such inspections, the cognizant enforcement may request, in writing, the consent of the property owner of the premises where a suspected offense is believed to have occurred. Said consent shall comply in format with the form that the Corporation Counsel or his designee has approved.

(b) Leased Property. For the cognizant enforcement officer to perform their duties, they are hereby authorized to enter such premises to conduct inspections at reasonable times upon the written consent of any party currently in possession. Said consent shall likewise comply in format with the form that the Corporation Counsel or his designee has approved.

[1] Those premises of leased property remaining exclusively under the control of the owner thereof may be inspected in like manner as premises as described above.

[2] Those areas of the premises used in common by the tenants, the occupants, or the landlord may be inspected without consent, provided the cognizant enforcement officer's presence upon such premises is lawful.

(c) If written consent to inspect is denied or access to the premises cannot be obtained, the cognizant enforcement officer, if he or she has a reason to suspect a violation of a provision of this Chapter, shall apply to a Justice of a court of competent jurisdiction, with the assistance of the Corporation Counsel's Office, upon an affidavit showing probable cause, for an administrative search warrant, granting access to said premises, for the purpose making such inspection. The affidavit will define, with particularity, the place to be inspected and the person (s) who own(s) such premises and, where applicable, identify those in possession.

(2) Notice. When, at the discretion of the cognizant, there is probable cause to allege a violation of any provision of this Code or any rule or regulation adopted, pursuant thereto, they shall, pursuant to the New York Criminal Procedure Law (CPL), §100.05, file with a court of competent jurisdiction an appearance ticket and the original accusatory. The cognizant enforcement officer shall cause the Corporation Counsel or their designee and the person suspected to be responsible for said violation to be served, by personal service, with copies of said accusatory instrument and appearance ticket, directing said person to appear before said Court. Such accusatory instruments shall comply with the requirements of CPL §100.15, 100.30, and 100.40 and inform the recipient thereof, who shall be denominated the "defendant," of the following:

- (a) The Court, wherein said matter shall be pending;
- (b) The accusation part thereof shall identify the Section of this Code or local law alleged to have been violated, to contain the Chapter, article, or Section thereof, as well as the verbatim language of this Code pertinent thereto;
- (c) The specific nature of the conduct of the defendant is alleged to constitute a violation of this Code or local law, and
- (d) The date, time, and location of the alleged violation;

(3) Appeals. Notwithstanding any other provisions of the Code that antedate the adoption and enactment of this Chapter to the Code, the following shall be the method by which all appeals concerning actions prosecuted hereunder shall be taken and perfected. The parties to an action commenced hereunder may institute appeals, according to New York Criminal Procedure Law, Articles 440-470 et seq.

SECTION 7. PARTIAL INVALIDITY. If any section of this local law shall be held unconstitutional, invalid, or ineffective, in whole or in part, such determination shall not be deemed to affect, impair, or invalidate the remainder of this local law.

SECTION 8. EFFECTIVE DATE. This local law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.



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 -1604

Agenda Date: 9/24/2025

Agenda #: 11.

City Council:

**AN ORDINANCE AUTHORIZING THE AMENDMENT
OF ORDINANCE NO. 12, ADOPTED BY THE CITY
COUNCIL ON AUGUST 14, 2025, ENTITLED “AN
ORDINANCE AUTHORIZING THE CITY CLERK
AND EXECUTIVE ASSISTANT TO ATTEND THE
2025 NYCOM FALL TRAINING SCHOOL IN
LAKE PLACID, NEW YORK”**

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

Section 1. The first decretal paragraph, the sixth Whereas clause, and Section 2 of Ordinance No. 12, adopted by the City Council on August 14, 2025, entitled “**AN ORDINANCE AUTHORIZING THE CITY CLERK AND EXECUTIVE ASSISTANT TO ATTEND THE 2025 NYCOM FALL TRAINING SCHOOL IN LAKE PLACID, NEW YORK**” is hereby amended as follows:

Whereas, in correspondence dated September 5, 2025, [July 30, 2025], the City Clerk, Nicole Bonilla, has requested permission to amend Ordinance No. 12, adopted by the City Council on August 14, 2025, for herself and Executive Assistant, Kimberly Joshua, to attend the 2025 New York Conference of Mayors (NYCOM) Fall Training School, to be held in Lake Placid, New York, from September 15 through September 19, 2025; and

Whereas, the New York State Conference of Mayors and Municipal Officials (NYCOM), in collaboration with the Office of the State Comptroller, the New York State Society of Municipal Finance Officers, and the New York State Association of City and Village Clerks, is holding its annual Fall Training School from September 15 through September 19, 2025, in Lake Placid, New York; and

Whereas, the Fall Training School provides over sixty educational sessions covering a wide range of municipal governance topics, including open meetings law, vital records, records management law, local laws, special event permitting, and other matters essential to the responsibilities of the Office of the City Clerk and the legislative operations of the City Council; and

Whereas, attendance at this conference will provide significant professional development, networking opportunities, and valuable insights that support the efficient and informed administration of municipal duties within the City of Mount Vernon; and

Whereas, City Clerk Nicole Bonilla and Executive Assistant Kimberly Joshua will attend the conference jointly to ensure broad session coverage, effective note-taking, and coordinated follow-up of learning objectives; and

Whereas, the total cost of attendance, including registration fees, travel, lodging, meals, and incidental expenses, is estimated not to exceed Four Thousand Dollars (\$4,000.00) [Two Thousand Five Hundred Dollars (\$2,500.00)], to be expensed from budget lines A1410.417 (Education/Training) and A1410.402 (Travel Expenses); and

Whereas, attendance at this conference will benefit the City of Mount Vernon by enhancing the knowledge and efficiency of the Office of the City Clerk; **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 Conference. The City Council hereby authorizes Nicole Bonilla, City Clerk, and Kimberly Joshua, Executive Assistant, to attend the New York Conference of Mayors (NYCOM) 2025 Fall Training School in Lake Placid, New York, from September 15 through September 19, 2025.

Section 2. Funding Allocation. The registration costs totaling One Thousand One Hundred Forty Dollars (\$1,140.00) shall be charged to Budget Line A1410.417 (Education/Training), and travel, hotel accommodations, meals, and incidental expenses estimated at Two Thousand Eight Hundred Sixty Dollars (\$2,860.00) [One Thousand Three Hundred Sixty Dollars (\$1,360.00)] shall be charged to Budget Line A1410.402 (Travel Expenses), for a combined total not to exceed Four Thousand Dollars (\$4,000.00) [Two Thousand Five Hundred Dollars (\$2,500.00)].

Section 3. Effective Date. This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.

New matter underlined

Deleted matter in brackets []



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

September 5, 2025

Re: **Amendment to Ordinance # 12 – August 14, 2025**

Requesting Permission for City Clerk Nicole Bonilla & Executive Assistant Kimberly Joshua to Attend NYCOM's Fall Training School (September 15-19, 2025)

Agenda - [FALL School Agenda - New York Conference of Mayors](#)

Dear Honorable Members of the City Council,

I am respectfully requesting an amendment to ordinance # 12 adopted by the City Council on August 14, 2025. A request to increase the estimated cost of travel, hotel accommodations, meals, and incidentals to \$2,860, expensed from **A1410.402** (Travel Expenses), with an amended total cost not to exceed **\$4,000**.

This request is to cover additional expenses resulting from a recent change in travel arrangements and accommodations, and to align with the city's Travel and Expense Policy.

Sincerely,

Nicole Bonilla, MBA
City Clerk

AUG 13 2025

14

NOT

ADOPTED

AUG 14 2025

12

SPECIAL

**AN ORDINANCE AUTHORIZING THE CITY CLERK
AND EXECUTIVE ASSISTANT TO ATTEND THE
2025 NYCOM FALL TRAINING SCHOOL IN
LAKE PLACID, NEW YORK**

Whereas, in correspondence dated July 30, 2025, the City Clerk, Nicole Bonilla, has requested permission for herself and Executive Assistant, Kimberly Joshua, to attend the 2025 New York Conference of Mayors (NYCOM) Fall Training School, to be held in Lake Placid, New York, from September 15 through September 19, 2025; and

Whereas, the New York State Conference of Mayors and Municipal Officials (NYCOM), in collaboration with the Office of the State Comptroller, the New York State Society of Municipal Finance Officers, and the New York State Association of City and Village Clerks, is holding its annual Fall Training School from September 15 through September 19, 2025, in Lake Placid, New York; and

Whereas, the Fall Training School provides over sixty educational sessions covering a wide range of municipal governance topics, including open meetings law, vital records, records management law, local laws, special event permitting, and other matters essential to the responsibilities of the Office of the City Clerk and the legislative operations of the City Council; and

Whereas, attendance at this conference will provide significant professional development, networking opportunities, and valuable insights that support the efficient and informed administration of municipal duties within the City of Mount Vernon; and

Whereas, City Clerk Nicole Bonilla and Executive Assistant Kimberly Joshua will attend the conference jointly to ensure broad session coverage, effective note-taking, and coordinated follow-up of learning objectives; and

Whereas, the total cost of attendance, including registration fees, travel, lodging, meals, and incidental expenses, is estimated not to exceed Two Thousand Five Hundred Dollars (\$2,500.00), to be expensed from budget lines A1410.417 (Education/Training) and A1410.402 (Travel Expenses);

Whereas, attendance at this conference will benefit the City of Mount Vernon by enhancing the knowledge and efficiency of the Office of the City Clerk; **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 Conference. The City Council hereby authorizes Nicole Bonilla, City Clerk, and Kimberly Joshua, Executive Assistant, to attend the New York Conference of Mayors (NYCOM) 2025 Fall Training School in Lake Placid, New York, from September 15 through September 19, 2025.

Section 2. Funding Allocation. The registration costs totaling One Thousand One Hundred Forty Dollars (\$1,140.00) for registration shall be charged to Budget Line A1410.417 (Education/Training), and travel, lodging, meals, and incidental expenses estimated at One Thousand Three Hundred Sixty Dollars (\$1,360.00) shall be charged to Budget Line A1410.402 (Travel Expenses), for a combined total not to exceed Two Thousand Five Hundred Dollars (\$2,500.00).

Section 3. Effective Date. This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.

Vote Taken as Follows: 8/14/25 spec
Boxhill: Yea Gleason: Yea
Potest: Absent Thompson: Yea
Brown: Yea Ordinance Adopted

Vote Taken as Follows: 8/13/25
Boxhill: Yea Brown: Absent
Gleason: Yea Potest: Absent
Thompson: Yea Ordinance Not Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

AUG 15 2025

Date

Mayor

Councilperson

THIS ORDINANCE
ADOPTED BY CITY COUNCIL

President

City Clerk



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1592

Agenda Date: 9/10/2025

Agenda #: 12.

City Council:

AN ORDINANCE AUTHORIZING THREE (3) MEMBERS OF SERVICE OF THE DEPARTMENT OF PUBLIC SAFETY TO ATTEND THE GLOCK ARMORER'S SCHOOL

Whereas, in correspondence dated August 28, 2025, the Commissioner of the Department of Public Safety formally requested authorization for three (3) Members of Service ("MOS") to attend the Glock Armorer's School on December 4, 2025, from 8:00 a.m. to 5:00 p.m. at the Westchester County Police Academy, located at 2 Dana Road, Valhalla, New York; and

Whereas, the Glock Armorer's School provides specialized training on the design, function, maintenance, troubleshooting, and servicing of the GLOCK Safe Action System, including both Gen5 and earlier models; and

Whereas, participants who successfully complete a practical examination with a passing score of eighty percent (80%) or higher will receive official certification as Glock Armorer's; and

Whereas, the City of Mount Vernon issues GLOCK pistols as the standard service weapon, making this training directly relevant to departmental readiness and technical operations; and

Whereas, participation in this training will improve the technical skills and preparedness of Members of Service, while also supporting the recommendations outlined in the Department of Justice investigation regarding equipment handling and technical proficiency; and

Whereas, the total cost of attendance for all three (3) Members of Service shall not exceed Nine Hundred Dollars (\$900.00), which shall cover registration fees and shall be charged to budget line A3120.451 (Training); and

Whereas, the attending Members of Service shall be authorized to utilize a department vehicle for transportation to and from the training site, and participation shall not be counted or compensated as overtime; **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 Department of Public Safety are hereby authorized to attend the Glock Armorer's School on December 4, 2025, at the Westchester County Police Academy in Valhalla, New York.

Section 2. Funding. The total cost of attendance, not to exceed Nine Hundred Dollars (\$900.00), shall be appropriated from budget line A3120.451 (Training).

Section 3. Transportation. The Members of Service authorized to attend shall be permitted to utilize a department vehicle for transportation to and from the training site.

Section 4. Overtime Exclusion. Attendance at this training shall not be considered or compensated as overtime for the Members of Service participating.

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

August 28, 2025

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

RE: Request to Authorize Three (3) MOS to Attend Glock Armorer's School

Dear Honorable Council Members,

The Department of Public Safety respectfully requests that legislation be enacted to authorize three (3) Members of Service to attend the upcoming Glock Armorer's School on **December 4, 2025, from 8:00 AM to 5:00 PM**. The training will take place at the **Westchester County Police Academy**, located at **2 Dana Road, Valhalla, NY 10595**.

This training will provide attendees with a thorough understanding of the design and function of the GLOCK Safe Action System. Participants will gain the skills necessary to maintain, troubleshoot, and service both Gen5 and earlier models of GLOCK pistols. Upon successful completion a practical exam with a score of 80% or higher, participants will receive official certification.

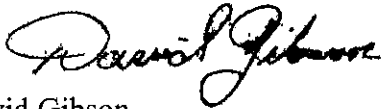
As our department issues GLOCK pistols, this training is highly relevant and will enhance the technical capabilities and readiness of our officers. Furthermore, in light of recent findings from the Department of Justice investigation, this training aligns with the recommended improvements related to equipment handling and technical proficiency.

The total cost of attendance will not exceed \$900, covering full registration for all members. The three MOS that will be attending are _____ This expense will be drawn from budget line **A3120.451 (Training)**. Additionally, the attending members will be authorized to utilize a department vehicle for transportation to and from the

training site. This training will not be counted as overtime for the three members of service participating.

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

Sincerely,

A handwritten signature in cursive script, reading "David Gibson".

David Gibson
Commissioner of Public Safety

Cc: Mayor
Comptroller
Law Department

GLOCK

Professional, Inc.

U.S.A.



PROFESSIONAL

GLOCK, Professional, Inc. P.O. Box 1254
Smyrna, Georgia 30081 U.S.A.

Fax. (770) 437-4712

Tel. (770) 432-1202

AC – GLOCK Armorer Course

- Cost: \$300 US per Student
- Length: 8 Hours / 1 Day
- Hours: 8am-5pm.
- 3 year Certification upon successful completion for Gen5 and previous GLOCK pistols, excluding the G18 Select Fire models
- Student provides Safety Glasses and a small flashlight
- GLOCK will provide lunch

Course Outline

- Introduction
- Safety Check
- Safety Function
- Field Stripping
- Slide Disassembly and Reassembly
- Frame Disassembly and Reassembly
- Slide Options
- Frame Options
- Magazines
- Field Inspection Test
- Rifling
- Preventive Maintenance
- Lubrication
- GLOCK Sights
- Service Procedures
- Practical Examination
- Written Examination

Student Prerequisites

- To be eligible to take the Armorer Course you must be active/retired law enforcement or military, private security, GLOCK Stocking Dealer/Range Program Employee or current GSSF member.

Armorer Course Objectives

- Understand and be able to explain the design features of the GLOCK Safe Action System
- Demonstrate the knowledge and ability to maintain, troubleshoot and service Gen5 and previous GLOCK pistols by passing the Practical Examination and by scoring a minimum of 80% on the written examination



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 -1596

Agenda Date: 9/10/2025

Agenda #: 13.

City Council:

AN ORDINANCE AUTHORIZING TWO (2) MEMBERS OF SERVICE TO ATTEND THE TACTICAL NARCOTICS DEBRIEFING TRAINING COURSE

Whereas, in correspondence dated September 2, 2025, the Commissioner of the Department of Public Safety formally requested authorization for two (2) Members of Service from the Department of Public Safety to attend the Tactical Narcotics Debriefing Training course from September 22 through September 24, 2025, at the Rockland County Public Safety Academy; and

Whereas, the Department of Public Safety has identified a critical need to enhance the knowledge, skills, and operational capabilities of its Members of Service in the area of tactical narcotics debriefing; and

Whereas, the Tactical Narcotics Debriefing Training course, scheduled for September 22 through September 24, 2025, at the Rockland County Public Safety Academy, located at 50 Sanatorium Road, Pomona, New York 10970, provides specialized instruction and practical exercises in conducting effective debriefings of prisoners, inmates, and newly arrested individuals for the purpose of acquiring actionable criminal intelligence and cultivating confidential informants; and

Whereas, the course curriculum combines classroom instruction with hands-on immersion exercises, enabling participants to develop both theoretical knowledge and practical field experience; and

Whereas, participation in this training will directly support the City's mission to safeguard the community through improved intelligence-gathering and law enforcement strategies; and

Whereas, there is *no* cost associated with this training, other than the use of a department vehicle for official travel to and from the training location; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. Two (2) Members of Service from the Department of Public Safety are hereby authorized to attend the Tactical Narcotics Debriefing Training course from September 22 through September 24, 2025, at the Rockland County Public Safety Academy.

Section 2. Transportation. The attending Members of Service are authorized to utilize a department vehicle for travel to and from the training location.

Section 3. Fiscal Impact. There is no tuition or registration cost associated with this training. The only fiscal impact to the City is fuel and incidental travel expenses related to the authorized use of a department vehicle.

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

September 2, 2025

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

RE: Request for Authorization for Two (2) Members of Service to Attend Tactical Narcotics Debriefing Training

The Department of Public Safety respectfully requests that legislation be enacted to authorize two (2) Members of Service to attend the **Tactical Narcotics Debriefing** training course, scheduled for **September 22 through September 24, 2025**. The training will take place at the **Rockland County Public Safety Academy, located at 50 Sanatorium Road, Pomona, NY 10970**.

This course will provide instruction and practical exercises designed to develop the skills necessary to conduct effective debriefings of prisoners, inmates, and newly arrested individuals for the purpose of acquiring actionable criminal intelligence and cultivating confidential informants. The curriculum features engaging classroom instruction reinforced by challenging, hands-on immersion exercises. Participants will gain both theoretical knowledge and practical experience, preparing them to apply these skills directly in the field.

There is no cost associated with this training. However, we respectfully request authorization for the attending Members of Service to utilize a department vehicle for travel to and from the training location.

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

Sincerely,

David Gibson
Commissioner of Public Safety



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 -1606

Agenda Date: 9/24/2025

Agenda #: 14.

City Council:

AN ORDINANCE AUTHORIZING FOUR (4) MEMBERS OF SERVICE FROM THE DEPARTMENT OF PUBLIC SAFETY TO ATTEND THE 2025 EXCELSIOR CHALLENGE TRAINING AT THE NEW YORK STATE PREPAREDNESS TRAINING CENTER

Whereas, in correspondence dated September 4, 2025, the Commissioner of the Department of Public Safety formally requested authorization for four (4) members of service from the Department of Public Safety to attend the 2025 Excelsior Challenge Training, scheduled for September 29, 2025, through October 3, 2025, at the New York State Preparedness Training Center (SPTC), located at 5900 Airport Road, Oriskany, New York 13424; and

Whereas, the SPTC is a state-operated facility specifically designed to provide immersive, scenario-based training for first responders, with a 45,000-square-foot CityScape complex, a Swift Water and Flood Training venue, and an advanced Urban Search and Rescue simulator; and

Whereas, the Excelsior Challenge training is designed to enhance critical skills in inter-agency coordination, tactical response, and effective communication during high-stress, real-life incidents, directly supporting the Department's mission of operational preparedness and public safety; and

Whereas, registration for the training is provided at *no* cost, and all lodging, overtime, and meal expenses are fully funded through a Federal Homeland Security Grant administered by the Division of Homeland Security and Emergency Services (DHSES); and

Whereas, the Department further requests authorization to use a departmental vehicle 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 to Attend Training. The City Council hereby authorizes four (4) members of service from the Department of Public Safety to attend the 2025 Excelsior Challenge Training, scheduled for September 29, 2025, through October 3, 2025, at the New York State Preparedness Training Center in Oriskany, New York.

Section 2. Funding. There shall be no cost to the City of Mount Vernon for registration, lodging, overtime, or meals, as these expenses are fully covered through a Federal Homeland Security Grant administered by the Division of Homeland Security and Emergency Services (DHSES).

Section 3. Transportation. The Department of Public Safety is hereby authorized to utilize a departmental vehicle for transportation of the attending members to and from the training site.

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

September 4, 2025

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

RE: Request for Approval – 2025 Excelsior Challenge Training

Dear Honorable Council Members,

The Department of Public Safety requests approval to send four (4) members of service to participate in the **2025 Excelsior Challenge**, scheduled from **September 29, 2025, through October 3, 2025**, at the **New York State Preparedness Training Center (SPTC)**, located at 5900 Airport Road, Oriskany, NY 13424.

The SPTC is the first training facility operated by New York State, specifically designed to provide immersive, scenario-based training for first responders. Situated on a 1,100-acre campus, the center includes:

- A 45,000-square-foot CityScape complex that replicates real-world urban environments
- A Swift Water and Flood Training venue
- An advanced Urban Search and Rescue simulator using virtual reality for tactical training

This comprehensive, hands-on training is designed to enhance critical skills such as inter-agency coordination, tactical response, and effective communication during high-stress, real-life incidents. Participation in the Excelsior Challenge will directly support our department's ongoing mission to maintain operational preparedness and improve public safety outcomes.

Attendees include:

There is **no cost for registration. Lodging, overtime, and meals are fully funded** through a **Federal Homeland Security Grant** administered by the Division of Homeland Security and

Emergency Services (DHSES). We request authorization for the use of a departmental vehicle for transportation to and from the training site.

This training opportunity will significantly benefit our department by enhancing the readiness, coordination, and response capabilities of the participating officers.

Should this request meet with the approval of Your Honorable Body, we ask that legislation be enacted to authorize attendance and participation for this training.

Sincerely,

A handwritten signature in black ink, appearing to read "David Gibson". The signature is fluid and cursive, with a large initial "D" and "G".

David Gibson
Commissioner of Public Safety



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 -1608

Agenda Date: 9/24/2025

Agenda #: 15.

City Council:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON REFERRING A PROPOSED AMENDMENT TO THE CODE OF THE CITY OF MOUNT VERNON INCREASING MAXIMUM PERMITTED DRIVEWAY WIDTH TO THE CITY CORPORATION COUNSEL, AND SCHEDULING A PUBLIC HEARING

WHEREAS, the City Council of the City of Mount Vernon proposes to amend Section 227-13.A (Depressed curb for driveway entrance) of the Code of the City of Mount Vernon to increase maximum permitted driveway width from 12 lineal feet to 18 lineal feet (“Code Amendment”); and

WHEREAS, the purpose and intent of the Code Amendment is to provide greater flexibility in driveway design to accommodate drainage infrastructure, adequate parking, and other site considerations; and

WHEREAS, the City Council, in conjunction with its Staff, prepared a draft “Ordinance to Amend Chapter 227 (Streets and Sidewalks) of the Code of the City of Mount Vernon to Increase Maximum Permitted Driveway Width from 12 Lineal Feet to 18 Lineal Feet” (“Code Amendment”), a copy of which is annexed to this Resolution; and

WHEREAS, the Code Amendment is classified as a Type II Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 (“SEQRA”), including pursuant to 6 N.Y.C.R.R. 617.5(c)(25) and (33); and

WHEREAS, the City Council is desirous of scheduling a Public Hearing on the Zoning Amendment for October 8, 2025, pursuant to Section 267-60 of the Code; 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 for approval as to its form; BE IT FURTHER

RESOLVED, that the City Council shall hold a Public Hearing on the Code Amendment on October 8, 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.

**A RESOLUTION OF THE CITY OF MOUNT VERNON CITY COUNCIL
REFERRING A PROPOSED AMENDMENT TO THE CODE
OF THE CITY OF MOUNT VERNON INCREASING
MAXIMUM PERMITTED DRIVEWAY WIDTH TO THE CITY
CORPORATION COUNSEL, AND SCHEDULING A PUBLIC HEARING**

WHEREAS, the City Council of the City of Mount Vernon proposes to amend Section 227-13.A (Depressed curb for driveway entrance) of the Code of the City of Mount Vernon to increase maximum permitted driveway width from 12 lineal feet to 18 lineal feet (“Code Amendment”); and

WHEREAS, the purpose and intent of the Code Amendment is to provide greater flexibility in driveway design to accommodate drainage infrastructure, adequate parking, and other site considerations; and

WHEREAS, the City Council, in conjunction with its Staff, prepared a draft “Ordinance to Amend Chapter 227 (Streets and Sidewalks) of the Code of the City of Mount Vernon to Increase Maximum Permitted Driveway Width from 12 Lineal Feet to 18 Lineal Feet” (“Code Amendment”), a copy of which is annexed to this Resolution; and

WHEREAS, the Code Amendment is classified as a Type II Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 (“SEQRA”), including pursuant to 6 N.Y.C.R.R. 617.5(c)(25) and (33); and

WHEREAS, the City Council is desirous of scheduling a Public Hearing on the Zoning Amendment for October 8, 2025 pursuant to Section 267-60 of the Code.

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 for approval as to its form ; and be it

BE IT FURTHER RESOLVED, that the City Council shall hold a Public Hearing on the Code Amendment on October 8, 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; and

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; and

FURTHER RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM

Assistant Corporation Counsel

Dept. APPROVED

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 -1579

Agenda Date: 9/10/2025

Agenda #: 16.

City Council:

AN ORDINANCE AUTHORIZING THE REFUND OF TAXES PAID ON AN INCORRECTLY ASSESSED PROPERTY PURSUANT TO RPTL SECTION 550

Whereas, in correspondence dated September 9, 2025, the Commissioner of the Department of Assessment has formally requested authorization for the Comptroller of the City of Mount Vernon to issue refunds for overpaid taxes on the subject property for the 2024 and 2025 tax years; and

Whereas, pursuant to the Real Property Tax Law (RPTL) Section 550, the City of Mount Vernon recognizes that an error in an essential fact occurred in the assessment of a certain property, which was incorrectly assessed with improvements although the property was vacant; and

Whereas, such error resulted in an incorrect assessed valuation of \$3,600, rather than the correct assessed valuation of \$1,300, for the tax years 2024 and 2025; and

Whereas, the property owner, relying upon the Comptroller's Office and Infotaxonline, paid in full the 2024 and 2025 City and County tax bills, as well as the 2024 Mount Vernon School District taxes and the first installment of the 2025 School District taxes; and

Whereas, the application for correction of the error (Form RP-556) was duly submitted and approved by the Executive Director of Westchester County, thereby validating the entitlement of the property owner to a refund of overpaid taxes; and

Whereas, the City of Mount Vernon is responsible for refunding the excess City and County tax levies, and the Mount Vernon School District is responsible for refunding the excess School District tax levies, based on the corrected assessed valuation of \$1,300; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Refunds - City of Mount Vernon and County of Westchester. The Comptroller of the City of Mount Vernon is hereby authorized and directed to issue refunds for overpaid taxes on the subject property for the 2024 and 2025 tax years, as follows:

- 2024 City Tax Levy: **\$1,152.90**
- 2025 County Tax Levy: **\$441.66**
- 2025 City Tax Levy: **\$1,194.40**
- 2025 County Tax Levy: **\$400.16**

Section 2. Authorization of Refunds - Mount Vernon School District. The Mount

Vernon School District is hereby authorized and directed to issue refunds for overpaid school tax levies on the subject property for the 2024 and 2025 tax years, as follows:

- 2024 School Tax Levy: **\$2,200.41**

- 2025 School Tax Levy: **\$2,278.41**

Section 3. Verification Procedures. The Assessor's Office and the Comptroller's Office shall implement and maintain additional verification procedures to prevent the recurrence of errors in assessment related to vacant property and improvements.

Section 4. Funding. Funding for this refund shall be disbursed from Budget Line A1964.492 (Tax Cert Refunds).

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



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

August 15, 2025

Honorable Daniel Browne, ESQ.
City Council President
City of Mount Vernon,
Mount Vernon, New York 10550

Re: Hudson Greenwich LLC
545 South Fulton Avenue
169.40-4088-8

(Through the Office of the Mayor)

Dear Honorable City Council Members:

Please be advised there was an Error in essential fact (RPTL section 550):an incorrectly assessed valuation, due to property being vacant and being assessed incorrectly with an improvement.

The office is implementing additional verification procedures for the above subject matter:

Enclosed is an application (RP-556) which was approved by the Executive Director of Westchester County.

- 1) City, County and School tax bills from the Comptroller's office and MV School district showing the 2024 taxes were billed on the higher assessment of \$3,600.
- 2) City, County and School tax bills from the Comptroller's office and MV School district showing the 2025 taxes were billed on the higher assessment of \$3,600.
- 3) Receipt from Infotaxonline per the Comptroller's office showing the property owner paid the 2024 & 2025 City and County taxes in full.
- 4) Receipt from Infotaxonline per the MV School district showing the property owner paid the 2024 bill in full and the first half of 2025. The second half of the School tax is not due until January 2026.
- 5) Breakdown of what the taxes would have been based on the lower assessment value of \$1,300.00

Please be advised that the owner is entitled to a refund on the 2024 and 2025 City, County and MV School tax levies:

2024 City - \$1,152.90

2024 County - \$441.66

2025 City - \$1,194.40

2025 County - \$400.16

If this meets the approval of your Honorable Body, would you kindly have the necessary legislation enacted.

Sincerely,

Stephanie Vanderpool
Commissioner of Assessment
City-Hall One Roosevelt Square
Mount Vernon, NY 10550
Email:SVanderpool@mountvernonny.gov
P (914) 665-2325 Fax (914) 665-3522