



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



*Captain Michael Goldman*  
*Commanding Officer*

*Sergeant Juliet Evans*  
*Executive Officer*

Date: June 13, 2024  
To: Office of Police Commissioner  
From: Executive Officer of Support Services Division  
Subject: **Bookbag Giveaway – 4<sup>th</sup> Street Playground/ Dole Center**

Mr. Henry Allen has applied for a special event bookbag giveaway at the Dole Center and the 4th Street Playground (basketball courts) **on Saturday, August 10, 2024**, between 1200 to 1500 hours. The setup for this “Non-Profit” event is scheduled to take place on the day of the event between 0800 and 1100 hours, and the breakdown and clean-up are planned for 1600 to 1900 hours. The event is expecting approximately five hundred (500) attendees. The applicant requests that South 7th Avenue between 3rd Street and 4th Street be closed to vehicular traffic during the event. No food or beverages, including alcohol, will be served at the event. The event will have sound equipment, inflatable devices and signage during the event. The application does not have a request for police services. However, with the requested street closure, the undersigned recommends that two (2) police officers be assigned to this detail and four (4) auxiliary police officers for presence, traffic control, and, most importantly, public safety.

- **DPW to provide barricades for the street closure on S. 7th Ave. at 3rd St. & 4th St.**
- **Hire two (2) police officers for the event.**

The undersigned supervisor recommends approval of this event.

*Sgt. Juliet Evans #4 6/13/24*  
Sergeant Juliet Evans #4  
Executive Officer of Support Services Division

CC; Patrol Division  
DPW

*David Gibson*  
6/13/24