

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, June 25, 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, June 25, 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 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).

PRESENTATION - The Grace

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. Grace Baptist Church: An Ordinance Authorizing a Special Event Permit for Grace Baptist Church's Annual 5K Walk/Run for Education to be Held on July 19, 2025 (rain date: July 26, 2025)

Code: LPW

Attachments: [Grace Baptist 5K Complete Application](#)

2. Department of Public Works: An Ordinance Authorizing the Advertisement for Bids for Various Public Works Construction Equipment Rentals

Code: LPW

Attachments: [RFP- Various Public Works Construction Equipment Rentals](#)

To the Council:**HUMAN RESOURCES**

3. Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Inter-Municipal Agreement (IMA) with the Westchester County Youth Bureau to Support the 2025 Summer Youth Employment & Training Program - (\$16,666.67 from July 1, 2025, through September 30, 2025)

Code: HR

Attachments: [Youth Bureau's SYEP referral letter 2025](#)
[\\$16,666](#)
[Youth Bureau- 16,666 grant for 2025 SYEP](#)

4. City Council: A Resolution of the City Council of the City of Mount Vernon, New York, Commending Congressman George Latimer on the Occasion of His Induction into the Mount Vernon High School Hall of Fame

Code: HR

5. City Council: A Resolution of the City Council of the City of Mount Vernon, New York, Honoring Commending Senator Ruth Hassell-Thompson on Her Induction into the Mount Vernon High School Hall of Fame

Code: HR

6. City Council: A Resolution of the City Council of the City of Mount Vernon, New York, Posthumously Commending Elise Finch on the Occasion of Her Induction into the Mount Vernon High School Hall of Fame

Code: HR

To the Council:**PUBLIC SAFETY AND CODES**

7. Department of Buildings: An Ordinance Authorizing the Establishment of Time Limits on Dormant Buildings Department Applications

Code: PSC

Attachments: [Referral Letter-Dormant Building](#)

8. Department of Buildings: An Ordinance Authorizing the Amendment of Ordinance No. 18, Adopted by the City Council on February 11, 2025, entitled "AN ORDINANCE REQUIRING CODE ENFORCEMENT OFFICIALS TO ATTEND THE NEW YORK STATE BUILDING OFFICIALS CONFERENCE (NYSBOC) FOR MANDATORY IN-SERVICE TRAINING"

Code: PSC

Attachments: [ReferralLetter-NYSBOCA-Amendment](#)

9. Department of Public Safety: An Ordinance Authorizing the Mayor to Enter into a Lease Renewal Agreement with 1978 Third Avenue LLC and 11285 Av, LLC for Suite 407 Located at 6 Gramatan Avenue, Mount Vernon, New York

Code: PSC

Attachments: [6 Gramatan Referral Letter](#)

10. Department of Public Safety: An Ordinance Authorizing Two (2) Members of Service to Attend the Mechanical Breaching Instructor School in Wayne, New Jersey - (July 22-24, 2025)

Code: PSC

Attachments: [Mechanical Breaching Instructor School Referral Letter](#)

11. Department of Public Safety: An Ordinance Authorizing One (1) Member of Service to Attend the Initial Response to Active Shooter Training - (July 10 through July 11, 2025)

Code: PSC

Attachments: [Initial Response to Active Shooter Training Referral Letter](#)

To the Council:

FINANCE AND PLANNING

12. Department of Assessment: An Ordinance Authorizing the Mayor to Execute a Contract with Catalis Enterprise Cama for Software Services - (\$9,600.00, from July 15, 2025 through July 14, 2026) - (Called for 6/11/25)

Code: FP

Attachments: [CAMA 9K ltr](#)

13. Department of Assessment: An Ordinance Authorizing the Mayor to Execute a Contract for Catalis Enterprise Cama Professional Services for \$35,000.00 - (July 15, 2025 - July 14, 2026) (Called For 6/11/25)

Code: FP

Attachments: [Catalis Ent CAMA 35K ltr](#)

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 -1475

Agenda Date: 7/9/2025

Agenda #: 1.

City Council:

AN ORDINANCE AUTHORIZING A SPECIAL EVENT PERMIT FOR GRACE BAPTIST CHURCH'S ANNUAL 5K WALK/RUN FOR EDUCATION TO BE HELD ON JULY 19, 2025 (RAIN DATE: JULY 26, 2025)

Whereas, in correspondence dated May 29, 2025, Patrice Johnson, President of the Young Adult Ministry of Grace Baptist Church formally requested authorization for issuance of a Special Event Permit to Grace Baptist Church to conduct its Annual 5K Walk/Run for Education on Saturday, July 19, 2025, from 8:00 a.m. to 1:00 p.m., with a rain date of Saturday, July 26, 2025; and

Whereas, Grace Baptist Church has requested permission to hold its Annual 5K Walk/Run for Education on Saturday, July 19, 2025 (with a rain date of July 26, 2025), commencing and concluding at 52 South 6th Avenue, Mount Vernon, NY; and

Whereas, the purpose of the event is to promote health and wellness among church congregants, the Mount Vernon community, and surrounding towns, as well as to raise funds for the Church's scholarship program to support college students in pursuit of higher education; and

Whereas, the event has been conducted in prior years with positive community engagement and support, and Grace Baptist Church has again requested the assistance of the Mount Vernon Police Department and Auxiliary Police for the safety and escort of participants along the designated route; and

Whereas, the Department of Public Works and Department of Public Safety have reviewed the application and expressed no objections to the proposed event, with the understanding that all necessary permits will be obtained and appropriate precautions will be taken; and

Whereas, the event is scheduled to begin with registration at 8:00 a.m. and conclude at approximately 1:00 p.m., with the race expected to take place between 8:50 a.m. and 12:00 p.m., and includes vendor presence, community engagement, and organized street use; and

Whereas, the City Council recognizes the significance of this event and the positive impact it has on education and health in the Mount Vernon community; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The City of Mount Vernon hereby authorizes the issuance of a Special Event Permit to Grace Baptist Church to conduct its Annual 5K Walk/Run for Education on Saturday, July 19, 2025, from 8:00 a.m. to 1:00 p.m., with a rain date of Saturday, July 26, 2025.

Section 2. Event Route. The 5K Walk/Run shall proceed along the following route:

1. Begin at Grace Baptist Church (South 6th Ave & West 2nd Street)
2. Proceed toward City Hall and turn right onto Roosevelt Square North
3. Continue on Roosevelt Square North and turn left onto Gramatan Avenue at Prospect Avenue
4. Proceed along Gramatan Avenue to Centre Street in Fleetwood (turnaround point)
5. Return via Gramatan Avenue
6. Continue straight and proceed down South 4th Avenue
7. Turn right onto West 2nd Street
8. Proceed toward South 6th Avenue and turn right
9. End at Grace Baptist Church

Section 3. Street Closures & Parking Restrictions.

The Department of Public Works shall:

- Post “No Parking” signs no less than 72 hours in advance on affected streets, including South 6th Avenue between 1st and 2nd Streets.
- Provide barricades and necessary signage to support the safe and effective management of the event.

Section 4. Public Safety Support. The Mount Vernon Police Department and Auxiliary Police are authorized to provide:

- Front and rear escorts for the race participants from 8:00 a.m. to 1:00 p.m.
- Traffic management and participant safety along the designated route.
- Coordination of street crossing and control points, in collaboration with event organizers.

Section 5. Vendor Compliance. All vendors participating in the event shall obtain the necessary permits from the appropriate City departments in accordance with local regulations. The event organizers shall ensure full compliance with public safety guidelines.

Section 6. Liability and Compliance. Grace Baptist Church shall assume full responsibility for the organization, management, and clean-up of the event and shall comply with all applicable City ordinances and regulations.

Section 7. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and filing of the necessary documents in the office of the City Clerk of Mount Vernon.

May 29, 2025

City Council of Mount Vernon
City Hall
1 Roosevelt Square
Mount Vernon, NY 10550-2011

Dear City Council:

We are hereby requesting that a Special Event permit be issued to Grace Baptist Church for our annual five-kilometer run/walk, which we contemplate will take place on July 19, 2025, along the attached route. The purpose of this five-kilometer run/walk is to promote fitness among congregants, the Mount Vernon Community and residents of its surrounding towns who wish to participate in this event. We are also requesting police presence to aid in the safety of the participants along the route. In addition, it is our hope that donations for this event will aid in the financing of our college students.

Grace's scholarship fund is geared toward financially supporting college students to pursue higher education. Grace has conducted this program for the past years.

It is our hope that the City Council will approve our application for this worthy cause.

Sincerely,


Patrice Johnson
President of the Young Adult Ministry

Special Event Application

Applicant

Primary Location

SEB-25-4

 Patrice Johnson

52 SIXTH AV ,S
Mount Vernon, NY 10550

Submitted On: May 30, 2025

Applicant Information

Is the applicant an individual or an organization?

Business / Organization

Applying Organization / Business Name

Grace Baptist Church

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

52 South 6th Avenue, Mount Vernon, NY 10550

Applicant's Daytime Phone Number

Organization/Business Main Contact Person

Patrice Johnson

Event Information

Event Name

5K Walk/Run for Education

Event Sponsor

Grace Baptist Church

Event Date

07/19/2025

Rain Date

07/26/2025

Event Location

52 South 6th Avenue at the Church

Start Time (e.g. 10 AM)

8:00 AM

End Time (e.g. 7 PM)

1:00 PM

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

1. Begin at Grace Baptist Church (South 6th Ave & West 2nd Street)
2. Run toward City Hall (approx. 2 blocks) and make a right on Roosevelt Square North
3. Run straight on Roosevelt Square North and make a left on Gramatan Avenue and Prospect Avenue
4. Run along Gramatan Avenue to Centre Street in Fleetwood (turn around point at the end of bridge)
5. Return back toward the church along Gramatan Avenue
6. Continue straight along Gramatan Avenue and down South 4th Avenue
7. Make a right on South 4th Avenue and West 2nd Street
8. Go straight toward South 6th Avenue and West 2nd Street and make a right
9. End at Grace Baptist Church

Event Information

Event details.

1. **7:30am:** Vendor Set Up
2. **8am – 8:30am:** Registration & T-shirt Pick up
3. **8:30am -8:40 am:** Welcome, Prayer, Acknowledgements, Route Explained
4. **8:40 am:** Warm Up
5. **8:45am :** Runners Line Up
6. **8:50am:** Race Starts

- 7. Race ends approximately at 11:30-12:00 pm
- 8. **12:30pm:** Vendor/Event Clean-Up
- 9. 1:00 pm: End of Event

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?	Are you requesting to use Private Security?
YES	NO

Vendors

Additional Notes/Requests

Additional Information

We are seeking support from the Auxiliary Police/Mount Vernon Police Dept. to ensure the safety of all participants and to assist with escorting the participants along the designated route. Your team's presence would be instrumental in managing traffic, maintaining order, and providing general support throughout the event. We greatly value your support as year's prior. Thank you in advance for your continued partnership.

Applicant Acknowledgement

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

true



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

EVENT NAME & DATE: 5K Walk/Run for Education - 7/19/25

EVENT SPONSOR: Grace Baptist Church

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)

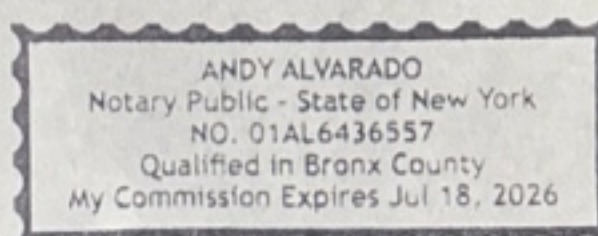
Print Name: <u>Patrice Johnson</u>
Authorized Officer Title (if applicable): <u>President of Young Adult Ministry</u>
Signature: <u>[Signature]</u>

State of New York ss.:
County of Bronx

On the 30 day of May in the year 2025, before me, the undersigned, personally appeared Patrice Johnson, 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) 30 day of May, 2025
Print Name: Andy Alvarado
Signature: [Signature]
Qualified in Bronx County Commission Expires: July 18, 2026

effective: April 1, 2025





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

June 9, 2025

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

RE: Annual 5K Walk – Grace Baptist Church

Please be advised that the Department of Public Works, City of Mount Vernon, has no objections to Grace Baptist Church's Annual 5K Walk. The Department of Public Works will place No Parking signs 72 hours in advance and place barricades on South 6th Avenue between 1st Street and 2nd Street.

Respectfully,

John Nuculovic
Deputy Commissioner of Public Works

JN/dg

52 SIXTH AV. S. Mount Vernon, NY 10550

Actions

SEB-25-4


Special Event Application

View More


Details	Workflow	Attachments 3
(/#/explore/records/532516/details)	(/#/explore/records/532516/651566)	(/#/explore/records/532516/files)

Show Workflow

Completed

 Fire Department Inspection

Complete


 Assignee

Teddy Beale

 Due Date

Add

Scheduled Requested Past




No Appointments Scheduled Yet

Click on the button below to schedule a new appointment, or add at least one inspection type to inspect now.

Schedule

Inspect Now

Inspection Types



No Inspection Types Added Yet


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

+ Add Type

Messages

All Messages Oldest to Newest

Tuesday, June 3rd

 Teddy Beale Public

June 3, 2025 at 2:08 pm

FDMV -Has no objection to the proposed 5K Walk /Run



**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: June 16, 2025

To: Office of the Police Commissioner

From: Sgt. De Benedictis, Support Services Division

Subject: Grace Baptiste 5K Run/Walk

Patrice Johnson President of the Young Adult Ministry has requested City Council to enact legislation for an "Annual Five Kilometer Run/Walk" The event is to be held on Thursday June 19, 2025, from 0800 hours to 1300 hours. The walk/run will begin and end at Grace Baptist Church on South 6th ave. The total number of participants is unknown at this time. Vendors will present at the event and it is recommended that they obtain all the proper permits prior to the event.

It is recommended that the participants of the procession utilize the sidewalk at all times. It is also recommended that a front and rear escort be provided for the estimated procession time between 0800 hours and 1300 hours and that Auxiliary officer assist.

Sgt. De Benedictis #3
Executive Officers
Support Services Division

CC: Patrol 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 -1459

Agenda Date: 6/25/2025

Agenda #: 2.

City Council:

AN ORDINANCE AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR VARIOUS PUBLIC WORKS CONSTRUCTION EQUIPMENT RENTALS

Whereas, in correspondence dated June 10, 2025, the Commissioner of the Department of Public Works formally requested authorization for the Department of Public Works and the City's Procurement Office, to advertise for bids for Various Public Works Construction Equipment Rentals, in accordance with the specifications attached hereto, including the Itemized Unit Cost Schedule ("Exhibit A"); and

Whereas, the Department of Public Works has advised that the existing contract for construction equipment rentals has recently expired; and

Whereas, in accordance with the City's newly adopted procurement policy, a new Request for Proposals (RFP) must be issued to continue acquiring rental equipment for emergency and scheduled public works projects; and

Whereas, the Emergency Sewer Crew and other public works units must have timely access to essential equipment to address critical infrastructure issues and respond to emergencies effectively and safely; and

Whereas, coordinating contractor and equipment access through an advance bid process is cost-effective, reduces the risk of injury, prevents infrastructure failure, and avoids inflated emergency costs to the City; and

Whereas, the Department of Public Works recommends advertising for bids utilizing an Itemized Unit Cost Schedule ("Exhibit A") in lieu of a standard bid summary sheet due to the lack of a specified scope of work; and

Whereas, the requirement for a 5% bid deposit shall be waived and removed from the specifications due to the nature of the variable, on-call services requested; and

Whereas, the funding for said equipment rentals shall be allocated from the following budget codes:

2025 Operating Budget Code	Outside Services - A8120.405 Emergency Repairs - A8120.429
\$5M Emergency (EFC)	Sewer - H8120.203C-934 Storm - H8140.203C-935

Now, Therefore, Be It Resolved That

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

Section 1. Authorization to Advertise for Bids. The Department of Public Works and the City's Procurement Office are hereby authorized to advertise for bids for Various Public Works Construction Equipment Rentals, in accordance with the specifications attached hereto, including the Itemized Unit Cost Schedule ("Exhibit A").

Section 2. Waiver of Bid Deposit Requirement. The usual 5% bid deposit requirement is hereby waived and stricken from the bid specification documents due to the absence of a specific scope of work and the variable, on-call nature of the equipment rentals.

Section 3. Funding. The costs associated with the contract(s) resulting from this RFP shall be charged to the following budget codes:

2025 Operating Budget Code	Outside Services - A8120.405 Emergency Repairs - A8120.429
\$5M Emergency (EFC)	Sewer - H8120.203C-934 Storm - H8140.203C-935

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



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

June 10, 2025

Honorable City Council Members
Of the City of Mount Vernon
City Hall, Mount Vernon, New York 10550
(Through the Office of the Mayor)

RE: RFP -Various Public Works Construction Equipment Rentals

Dear Honorable City Council Members,

I am writing to formally request authorization to advertise for bids for Various Public Works Construction Equipment Rentals in accordance with the attached specifications. It is important that our Emergency Sewer Crew be able to address all urgent matters in a timely fashion and have all the proper equipment for the safety of the City of Mount Vernon's residents and its infrastructure. Coordinating the need for emergency contractors and equipment sooner, rather than later proves to be cost effective and reduces fees that are often incurred in emergency situations. In situations of eminent danger this can also reduce the risk of injury or further danger.

The existing contract has recently expired, and in accordance with the newly adopted procurement policy, we must release a new bid. To mitigate unforeseen costs that could prove to be a burden in emergency situations, the Department of Public Works recommends going out to bid to fully vet and find cost saving solutions for the City of Mount Vernon. Having the appropriate contractor and equipment on hand also eliminates having to find qualified equipment in emergency situations that can be deemed hazardous and costly to constituents.

The standard bid summary sheet shall be replaced by an Itemized Unit Cost Schedule ("Exhibit A") existing in the specifications and therefore the requirement for a 5% bid deposit shall be waived and stricken from the specification due to a lack of a specified scope of work.

This bid will be funded by the following budget codes:

2025 Operating Budget Code	Outside Services-A8120.405 Emergency Repairs- A8120.429
\$5M Emergency (EFC)	Sewer-H8120.203C-934 Storm-H8140.203C-935

Respectfully,

Damani L. Bush
Commissioner of Public Works
DB/dg
Cc:Engineering



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
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File #: TMP -1466

Agenda Date: 6/25/2025

Agenda #: 3.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT (IMA) WITH THE WESTCHESTER COUNTY YOUTH BUREAU TO SUPPORT THE 2025 SUMMER YOUTH EMPLOYMENT & TRAINING PROGRAM

Whereas, in a letter dated June 13, 2025, the Executive Director of the Youth Bureau formally requested authorization for the Mayor to enter into an Inter-Municipal Agreement (IMA) with the Westchester County Youth Bureau to accept grant funds for \$16,666.67 to support the Mount Vernon Youth Bureau's 2025 Summer Youth Employment & Training Program, for the period from July 1, 2025, through September 30, 2025; and

Whereas, the City of Mount Vernon is committed to enhancing opportunities for its youth and ensuring their development through workforce readiness and employment initiatives; and

Whereas, the Mount Vernon Youth Bureau, acting as the City's designated youth services agency, seeks to implement the 2025 Summer Youth Employment & Training Program for eligible youth residents between the ages of 16 and 24; and

Whereas, the Westchester County Youth Bureau has offered to provide funding in the amount of \$16,666.67 to the City of Mount Vernon Youth Bureau to support the implementation of the Program from July 1, 2025, through September 30, 2025; and

Whereas, the funding will allow the Youth Bureau to provide six weeks of comprehensive training and meaningful work experiences designed to promote the development of transferable skills, increase self-esteem, foster character development, and enhance employability; and

Whereas, the funds for this initiative will be received under revenue code A2229.8 and appropriated under budget codes A7312.101 (Youth Employment) and A7312.803 (FICA); and

Whereas, there is no matching obligation required by the City for acceptance of these funds;
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 enter into an Inter-Municipal Agreement (IMA) with the Westchester County Youth Bureau to accept grant funds for \$16,666.67 to support the Mount Vernon Youth Bureau's 2025 Summer Youth Employment & Training Program, for the period from July 1, 2025, through September 30, 2025.

Section 2. Purpose. The purpose of the Inter-Municipal Agreement is to provide employment and training services for youth between the ages of 16 and 24, including six weeks of

training and paid work experience intended to enhance job readiness and life skills.

Section 3. Funding. The funding received shall be recorded in revenue account A2229.8 and appropriated to expenditure accounts A7312.101 (Youth Employment) and A7312.803 (FICA) accordingly. *No matching funds from the City are required for this grant.*

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



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2344 – Fax: (914) 665-1373
<https://Youthbureau.cmvny.com>

DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

June 13, 2025

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

Dear Honorable Members:

This letter comes to respectfully request that the City Council enact legislation that will enable the Mayor and the Mount Vernon Youth Bureau (youth services agency) to enter into an inter-municipal agreement (IMA) with the Westchester County Youth Bureau in the amount of **\$16,666.67** from July 1, 2025, through September 30, 2025 to support the Youth Bureau's 2025 Summer Youth Employment Program & Training Program.

The objective of the program is to provide youth between the ages 16-24 with six-weeks of comprehensive training and work experience. These activities will promote transferrable skills, build self-esteem, build character, provide an overview of the workplace, and increase employability skills.

Funds for this program are to be accounted for in revenue code A2229.8 for appropriations in budget code A7312.101 (Youth Employment) and A7312.803 (FICA). **There is no matching obligation for this grant.** Should you require further information, please feel free to contact me at (914) 665-2344 or by email at Dburrell@cmvny.com.

Sincerely,

Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Award Letter

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

MVYB Files



Kenneth W. Jenkins
County Executive

Westchester County Youth Bureau

Ernest L. McFadden
Executive Director

June 6, 2025

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

Dear Ms. Burrell-Butler,

I am pleased to inform you that the Westchester County Youth Bureau intends to fund the **2025 Summer Youth Employment Program** in the amount of **\$16,666.67**. While the final award letter from our funding source has yet to be approved, we are committed to supporting your agency in the delivery of this important initiative.

The objective of the program is to provide youth between the ages 16-24 with six-weeks of comprehensive training and work experience. These activities will promote initial introductions to the workplace and help youth to acquire and enhance transferable, employability skills.

We intend to provide a contract to you for the time period **July 1, 2025 through September 30, 2025**. An Inter-Municipal Agreement (IMA) for services is subject to approval by the Westchester County Board of Legislators and also contingent upon review and approval of the program application and budget submitted by your agency. Upon approval of this IMA, you will receive written notice, and subsequent agreement that will need to be executed and returned to the Westchester County Youth Bureau.

Please note that the Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of the Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount under the Agreement, then the contractor shall have the right to terminate the agreement upon reasonable prior written notice.

Please contact Susan Weisman, Program Administrator, at (914) 995-2753 should you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ernest L. McFadden", is written over a printed name and title. The signature is fluid and cursive.

Ernest L. McFadden
Executive Director

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

westchestercountyny.gov/youthbureau

Telephone: (914) 995-2745

Fax: (914) 995 3871



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1479

Agenda Date: 6/25/2025

Agenda #: 4.

City Council:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, COMMENDING CONGRESSMAN GEORGE LATIMER ON THE OCCASION OF HIS INDUCTION INTO THE MOUNT VERNON HIGH SCHOOL HALL OF FAME

Whereas, the City of Mount Vernon, New York, proudly joins together to honor **Congressman George Latimer** on the occasion of his induction into the Mount Vernon High School Hall of Fame, Class of 2025; and

Whereas, **Congressman George Latimer**, a proud native son of Mount Vernon and graduate of the Mount Vernon public school system, has established a distinguished legacy as a respected public servant, accomplished executive, and unwavering advocate for the residents of Westchester County and beyond; and

Whereas, Congressman Latimer's academic journey began in Mount Vernon and continued with excellence at Fordham University, where he earned his Bachelor of Arts degree in 1974. He then obtained a master's degree in public administration from New York University's Wagner School in 1976, laying the foundation for a lifetime of impactful civic leadership and public policy engagement; and

Whereas, his public service career commenced in 1987 with his election to the Rye City Council, followed by a historic milestone in 1991 when he was elected to the Westchester County Board of Legislators as the first Democrat to represent the 7th District. He later became the first Democratic Chairman in the Board's history. In 2017, he was elected Westchester County Executive and re-elected in 2021, maintaining a perfect electoral record over more than three decades of service; and

Whereas, Congressman Latimer has been widely recognized for his leadership and contributions, receiving numerous honors from civic, religious, healthcare, and business organizations throughout Westchester County and the Hudson Valley. He has consistently demonstrated the values of integrity, accessibility, humility, and public service-principles that embody the spirit of Mount Vernon High School and serve as a guiding light for future generations; **Now, Therefore, be it**

Resolved, that on this 28th day of June 2025, the City Council of the City of Mount Vernon, New York, joins with its residents in proudly **celebrating Congressman George Latimer**, recognizing his outstanding achievements, his unwavering commitment to public service, and the profound and lasting contributions he has made to his hometown and the greater region he continues to serve with distinction.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1480

Agenda Date: 6/25/2025

Agenda #: 5.

City Council:

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF MOUNT VERNON, NEW YORK,
COMMENDING SENATOR RUTH HASSELL-THOMPSON
ON THE OCCASION OF HER INDUCTION INTO THE
MOUNT VERNON HIGH SCHOOL HALL OF FAME**

Whereas, the great City of Mount Vernon, New York, proudly comes together to honor **Senator Ruth Hassell-Thompson** on the momentous occasion of her induction into the Mount Vernon High School Hall of Fame, Class of 2025; and

Whereas, **Senator Ruth Hassell-Thompson**, a proud alumna and esteemed daughter of Mount Vernon, has embodied the highest standards of public service, community engagement, and personal integrity throughout her distinguished life and career; and

Whereas, she began her journey in the very halls of Mount Vernon High School, laying the foundation for a lifetime of purpose-driven work in healthcare, civic leadership, business development, and legislative service; and

Whereas, elected to the New York State Senate in the year 2000, **Senator Ruth Hassell-Thompson** served the 36th Senatorial District-which includes portions of the Bronx and Westchester Counties-with distinction, foresight, and an unwavering commitment to justice. During her tenure, she held key leadership roles, including Ranking Chairwoman of the Senate Judiciary Committee and Chair of various task forces addressing critical issues such as domestic violence and international relief efforts; and

Whereas, her earlier public service to the City of Mount Vernon as a City Council Member, Council President, and Acting Mayor was marked by visionary leadership in areas such as capital improvement projects, real estate development, and urban renewal. Throughout her service, she remained a tireless advocate for marginalized and underserved communities, ensuring that their voices were both heard and empowered; and

Whereas, Senator Hassell-Thompson's lifetime of exemplary achievements has been recognized through numerous prestigious awards. Her global influence was further honored through her enstoolment by the Akwamu Traditional Council of Ghana as Mpuntuhemaa (Queen Mother for Development), receiving the name Nana Addobea I, in recognition of her enduring commitment to education, community development, and opportunity for all; and

Whereas, she is a devoted mother and grandmother, and a living testament to Mount Vernon's excellence. Her enduring legacy continues to inspire future generations to lead with

integrity, courage, and compassion; **Now, Therefore, be it**

Resolved, that on this 28th day of June 2025, the City Council of the City of Mount Vernon, New York, joins with its residents in proudly celebrating **Senator Ruth Hassell-Thompson**, recognizing her extraordinary life of public service, her groundbreaking accomplishments, and the profound and lasting contributions she has made to the City of Mount Vernon, the State of New York, and the international community.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1481

Agenda Date: 6/25/2025

Agenda #: 6.

City Council:

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF MOUNT VERNON, NEW YORK,
POSTHUMOUSLY COMMENDING
ELISE FINCH-HENRIQUES ON THE OCCASION
OF HER INDUCTION INTO THE MOUNT VERNON
HIGH SCHOOL HALL OF FAME**

Whereas, the City of Mount Vernon, New York, proudly comes together to honor **Elise Finch-Henriques** on the occasion of her posthumous induction into the Mount Vernon High School Hall of Fame, Class of 2025; and

Whereas, **Elise Finch-Henriques** was a radiant embodiment of grace, intelligence, and excellence-an individual who used her voice, her talent, and her compassion to inform, inspire, and uplift communities across the region and beyond; and

Whereas, born to James W. Finch Jr. and Charlette Wallace Finch, esteemed pillars of the Mount Vernon community, Elise was raised in a home that deeply valued education, service, and civic pride-principles that guided her throughout her personal and professional journey; and

Whereas, Elise's educational path began in the Mount Vernon Public School system, attending Washington Elementary School, the Grimes Center for Creative Education, Pennington-Grimes, and A.B. Davis, she ultimately graduated with honors from Mount Vernon High School as a proud member of the National Honor Society. Her broadcasting career began behind the scenes at E! Entertainment Television and evolved into a trusted on-air presence in various markets across the country; and

Whereas, upon returning to New York, Elise became a beloved and Emmy Award-winning meteorologist at **WCBS**, where she served for more than 16 years. Her work extended beyond weather forecasting as she created and hosted the music-centered segment *Spotlight*, seamlessly blending journalism with culture and creativity; and

Whereas, Elise was also a passionate advocate and community servant, offering her time and voice in support of many causes, including the Alzheimer's Association, Westchester Library System, JDRF Walk for the Cure, Jack and Jill of America, Inc., and the Mount Vernon High School Hall of Fame itself; and

Whereas, Elise returned to her hometown to raise her daughter, Grace, alongside her devoted husband, Graig Henriques, further reaffirming her deep and enduring

connection to the City of Mount Vernon. Her untimely passing in 2023 marked a profound loss to her family, friends, colleagues, and all who were touched by her warmth, professionalism, and unwavering spirit; **Now, Therefore, be it**

Resolved, that on this 28th day of June 2025, the City Council of the City of Mount Vernon, New York, joins with its residents in **posthumously honoring Elise Finch-Henriques**, celebrating her extraordinary legacy, her devotion to community, and the indelible mark she left on her hometown and the hearts of all who knew her.



City of Mount Vernon, New York

Staff Report

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File #: TMP -1467

Agenda Date: 6/25/2025

Agenda #: 7.

City Council:

AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF TIME LIMITS ON DORMANT BUILDING DEPARTMENT APPLICATIONS

Whereas, by letter dated June 13, 2025, the Commissioner of the Department of Buildings formally requested the establishment of time limits on dormant building permit applications; and

Whereas, a substantial number of permit and approval applications remain inactive or dormant for prolonged periods, consuming staff time and administrative resources that could be allocated to current, active applications; and

Whereas, the continued review, monitoring, and communication regarding these dormant applications has hindered the Department's ability to operate efficiently and serve the public promptly; and

Whereas, the implementation of time limits for inactivity across all types of applications will promote timely compliance by applicants, reduce administrative backlog, and improve recordkeeping and operational efficiency; and

Whereas, it is in the best interest of the City of Mount Vernon to ensure that the Department of Buildings' resources are focused on active applications that demonstrate progress toward completion; and

Whereas, the City Council of the City of Mount Vernon finds that the expiration of dormant applications will protect the public health, safety, and welfare by improving departmental responsiveness and effectiveness; **Now, Therefore, Be It Resolved That**

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

Section 1. Definitions.

(a) **Dormant Application:** Any application submitted to the Building Department for a permit or approval-including but not limited to permits for New Structures, Alterations, Demolition, Plumbing, Electrical, or Signage-for which no applicant-initiated activity has occurred for six (6) consecutive months from the date of filing.

(b) **Substantive Activity:** Includes submission of required documents, correction of identified deficiencies, responses to official correspondence from the Building Department, or any other action that demonstrates the applicant's intent to pursue the application.

Section 2. Invalidation of Dormant Applications.

1. Any application submitted to the Building Department shall be deemed invalid if there is no applicant-initiated activity for six (6) months following the date of filing,

regardless of whether the applicable fee has been paid.

2. Applications deemed invalid due to inactivity shall not be eligible for renewal or reactivation.

3. If the applicant wishes to proceed with the proposed work after the application has been invalidated, a new application must be submitted and shall be subject to the rules, procedures, and fees in effect at the time of the new filing.

Section 3. Notice of Dormancy. The Building Department may, but is not obligated to, notify applicants before declaring an application invalid due to dormancy. The absence of such notice shall not impact the enforceability of this Ordinance.

Section 4. Applicability. This Ordinance shall apply to all new and existing applications filed with the Building Department on or after the effective date. Any application that has already remained dormant for six (6) months or more as of the effective date shall be deemed invalid immediately.

Section 5. Application Types Covered. This Ordinance shall apply to, but is not limited to, the following categories of applications requiring review and issuance by the Building Department:

- New Structure Permits
- Alteration Permits
- Demolition Permits
- Plumbing Permits
- Electrical Permits
- Signage Permits
- Any other permits or approvals subject to review by the Department

Section 6. Severability. If any provision of this Ordinance is held to be invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions, which shall continue in full force and effect.

Section 7. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council.



CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
 Mayor

City Hall – One Roosevelt Square, Room 210
 Mount Vernon, NY 10550
 (914) 665-2483 Fax (914) 465-2988
 Email: DOB@cmvny.com
 Website: www.cmvny.com

Patrick G. Holder, R.A.
 Commissioner

Hediye Mamak
 1st Deputy Commissioner

Dawn Asbury
 2nd Deputy Commissioner

June 13, 2025

City Hall
 1 Roosevelt Square
 Mount Vernon, New York 10550

THROUGH THE OFFICE OF THE MAYOR.

Re: Time limit on Dormant Building Department Applications

To the Honorable Council Members:

The Building Department's review of applications reveals that there are a large number of applications that we are unable to process. Many of the applications have had no activity on them for months or in some cases years. To make our processing of applications more efficient we request that a time limit be put on how long an application can remain dormant in our systems. We note that we are spending a significant amount of staff time reviewing status on these applications and informing applicants that there has been no activity on these applications.

We are requesting legislation be adopted with time limits on all building applications, including New Structures; Alterations; Demolition; Plumbing; Electrical; and Signage. Legislation should state that these applications shall become invalid if they remain dormant after 6 months following the date filed, regardless of payment or non-payment of the application fee. An application that has become invalid due to its dormancy may not be renewed. A new application must be filed by the applicant should they choose to pursue this work after 6 months of dormancy.

We request that this new policy go into effect immediately. Thank you in advance for your consideration and cooperation in this matter.

Respectfully Submitted,

Patrick G. Holder
 Commissioner of Buildings

cc: Mayor, Corporation Counsel, City Clerk, The Comptroller



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1468

Agenda Date: 6/25/2025

Agenda #: 8.

City Council:

**AN ORDINANCE AUTHORIZING THE AMENDMENT
OF ORDINANCE NO. 18, ADOPTED BY THE CITY
COUNCIL ON FEBRUARY 11, 2025, ENTITLED “AN
ORDINANCE REQUIRING CODE ENFORCEMENT
OFFICIALS TO ATTEND THE NEW YORK STATE
BUILDING OFFICIALS CONFERENCE (NYSBOC)
FOR MANDATORY IN-SERVICE TRAINING”**

Whereas, in correspondence dated June 13, 2025, the Commissioner of the Department of Buildings formally requested authorization to amend Ordinance No. 18 of 2025 to authorize one (1) additional Code Enforcement Officer, Hediye Mamak, to attend the 2025 New York State Building Officials Conference (NYSBOC) to fulfill state-mandated in-service training requirements; and

Whereas, on February 11, 2025, the City Council adopted Ordinance No. 18 of 2025 authorizing the attendance of eleven (11) Code Enforcement Officials at the 2025 New York State Building Officials Conference (NYSBOC), and allocated funds from Budget Code A.3620.451 (Training); and

Whereas, the New York State Department of State mandates annual in-service training for Code Enforcement Officials to maintain their certification; and

Whereas, an additional Code Enforcement Officer, Hediye Mamak, requires attendance at the 2025 NYSBOC Conference to fulfill this mandatory training requirement; and

Whereas, the cost of attendance for this additional officer is Three Hundred Dollars (\$300.00), which is to be appropriated from Budget Code A.3620.451 (Training); and

Whereas, it is in the best interest of the City of Mount Vernon to ensure that all Code Enforcement Officials remain current with their required certifications; **Now, Therefore, Be It Resolved That**

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

Section 1. Amendment to Ordinance No. 18 of 2025. Ordinance No. 18 of 2025 is hereby amended to authorize one (1) additional Code Enforcement Officer, Hediye Mamak, to attend the 2025 New York State Building Officials Conference (NYSBOC) to fulfill state-mandated in-service training requirements.

Section 2. Appropriation of Funds. The amount of Three Hundred Dollars (\$300.00) shall be appropriated from Budget Code A.3620.451 (Training) to cover the cost of this training expense associated with this additional attendee.

Section 3. Retroactive Effect. This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract and shall apply retroactively to cover any eligible costs already incurred related to the attendance of Officer Hediye Mamak at the 2025 NYSBOC Conference.



CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall – One Roosevelt Square, Room 210
Mount Vernon, NY 10550
(914) 665-2483 Fax (914) 465-2988
Email: DoB@cmvny.com

Patrick G. Holder, R.A.
Commissioner

June 11, 2025

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

THROUGH THE OFFICE OF THE MAYOR

Re: Amendment to authorize an additional Code Enforcer to attend NYSBOC Conference 2025

Honorable City Council Members:

This letter comes to request the City Council to enact retroactive legislation that will allow 1st Deputy Commissioner Hediye Mamak to attend the NYSBOC Conference 2025.

On February 11, 2025, legislation No.18 was passed to cover the cost of attendance for eleven Code Enforcement Officials using Budget Code A.3620.451 (training).

I am respectfully requesting an amendment from the Honorable body authorizing the amount of \$300 for training cost for one Code Enforcement Officer at the NYSBOC Conference. This will fulfill the mandatory in service training established by New York State using the above-mentioned budget code.

Sincerely,

Patrick G. Holder
Commissioner

CC: Shawyn Paterson-Howard, Mayor
Darren Morton, Comptroller
Brian Johnson, Corporate Council
City Clerk

“The Jewel of Westchester”

FEB 11 2025
18

**AN ORDINANCE REQUIRING CODE ENFORCEMENT
OFFICIALS TO ATTEND THE NEW YORK STATE
BUILDING OFFICIALS CONFERENCE (NYSBOC)
FOR MANDATORY IN-SERVICE TRAINING**

Whereas, by letter dated January 22, 2025, the Commissioner of the Department of Buildings has requested legislation authorizing Code Enforcement Officials employed by the City of Mount Vernon to attend the NYSBOC Conference to fulfill the mandatory in-service training requirements established by the State of New York; and

Whereas, the City of Mount Vernon recognizes the importance of maintaining a well-trained and knowledgeable staff of Code Enforcement Officials (CEOs) to ensure compliance with state and local building codes; and

Whereas, the New York State Building Officials Conference (NYSBOC) provides essential in-service training courses approved by the Department of State, Division of Building Standards and Codes (DBSC), ensuring compliance with 19 NYCRR 1208 training requirements; and

Whereas, Code Enforcement Officials are required to complete 24 hours of in-service training annually, of which 12 hours must be obtained through courses approved by DBSC, including:

- At least 3 hours in Code Enforcement and Administration (19 NYCRR 1208-3.3(b)(1));
- At least 3 hours in the Uniform Fire Prevention and Building Code (19 NYCRR 1208-3.3(c)(1));
- At least 3 hours in the Energy Conservation Construction Code (19 NYCRR 1208-3.3(c)(2)); and
- Up to 12 hours in Professional Development Electives;

Whereas, the NYSBOC Conference will be held at the Westchester County Center on February 26, February 27, March 19, and March 20, 2025, between the hours of 8:30 AM and 4:30 PM; and

Whereas, the City of Mount Vernon has allocated funds under Budget Code A 3620.451 (Training) to cover the cost of attendance for 11 Code Enforcement Officials at a total cost not exceeding \$3,300; and

Whereas, transportation to and from the conference will be provided by motor pool vehicles; **Now, Therefore, Be It Resolved That**

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

Section 1. Mandatory Attendance. All Code Enforcement Officials employed by the City of Mount Vernon must attend the NYSBOC Conference to fulfill the mandatory in-service training requirements established by the State of New York.

Section 2. Funding Allocation. The City of Mount Vernon shall allocate and utilize funds from Budget Code A 3620.451 (Training) to cover the cost of registration and attendance, which shall not exceed \$3,300 for 11 attendees.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1434

Agenda Date: 6/11/2025

Agenda #: 9.

City Council:

**AN ORDINANCE AUTHORIZING THE MAYOR
TO ENTER INTO A LEASE RENEWAL
AGREEMENT WITH 1978 THIRD AVENUE LLC
AND 11285 AV, LLC FOR SUITE 407 LOCATED AT
6 GRAMATAN AVENUE, MOUNT VERNON, NEW YORK**

Whereas, in a letter dated May 28, 2025, the Commissioner of the Department of Public Safety formally requested authorization for the Mayor to enter into a lease renewal agreement on behalf of the City with 1978 Third Avenue LLC and 11285 AV, LLC for the continued rental of Suite 407 at 6 Gramatan Avenue, Mount Vernon, NY, for the Internal Affairs Division of the Mount Vernon Police Department; and

Whereas, the Internal Affairs Division of the Mount Vernon Police Department currently occupies Suite 407 at 6 Gramatan Avenue, Mount Vernon, New York; and

Whereas, the current lease agreement for the aforementioned space is set to expire on July 31, 2025; and

Whereas, the relocation of the Internal Affairs Division to this space has significantly improved the confidentiality and security of civilian complaint intake and internal investigations, thereby enhancing overall department operations; and

Whereas, the continued occupancy of this location is vital for maintaining privacy, efficiency, and effective operations of the Internal Affairs Division; and

Whereas, the proposed lease renewal agreement with the landlord entities, 1978 Third Avenue LLC and 11285 AV, LLC, will extend the lease term for one year commencing on August 1, 2025, and ending on July 31, 2026; and

Whereas, the terms of the lease renewal include a fixed base annual rent of **\$21,630.00** (payable in monthly installments of **\$1,802.50**), plus **\$206.00** per month for electricity, resulting in a total monthly payment of **\$2,008.50** and a total fixed annual payment of **\$24,102.00**; and

Whereas, all lease payments shall be paid from Budget Line A3120.468 (Rent); **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization of Lease Renewal. The Mayor of the City of Mount Vernon is hereby authorized to enter into a lease renewal agreement on behalf of the City with 1978 Third Avenue LLC and 11285 AV, LLC for the continued rental of Suite 407 at 6 Gramatan Avenue, Mount Vernon, NY, for the Internal Affairs Division of the Mount Vernon Police Department.

Section 2. Lease Terms. The lease term shall be for one (1) year, beginning on August 1, 2025, and ending on July 31, 2026, under the following terms:

- **Base Rent:** \$1,802.50 per month / \$21,630.00 annually
- **Electricity:** \$206.00 per month / \$ 2,472.00 annually
- **Total Monthly Installment:** \$ 2,008.50
- **Total Fixed Annual Rate** \$24,102.00

The agreement shall also provide for an annual rent increase of 3% for any subsequent lease renewals.

Section 3. Budget Appropriation. Funds for the payment of rent and electricity shall be appropriated from Budget Line A3120.468 (Rent).

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



DEPARTMENT OF PUBLIC SAFETY

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

DAVID GIBSON
COMMISSIONER

JENNIFER LACKARD
DEPUTY COMMISSIONER of Reform

MARCEL OLIFIERS
CHIEF OF OPERATIONS

SHAWYN PATTERSON - HOWARD
MAYOR

May 28, 2025

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

**RE: 6 Gramatan Ave- Suite 407 Rental Lease Renewal Agreement FOR APPROVAL at the
June 11th, 2025 CITY COUNCIL MEETING**

Honorable Council Members,

The Department of Public Safety respectfully requests that the City Council approve a Resolution authorizing the Mayor to enter into a **lease renewal agreement** between the City of Mount Vernon and the landlord entities **1978 Third Avenue LLC and 11285 AV, LLC New York—for Suite 407 located at 6 Gramatan Avenue, Mount Vernon, NY**. This space is currently occupied by the Internal Affairs Division of the Mount Vernon Police Department. The existing lease is set to expire on July 31, 2025.

The relocation of the Internal Affairs Division to 6 Gramatan Avenue has significantly enhanced the confidentiality and privacy of interactions between Members of Service and the public. This location provides a more secure environment for residents to file civilian complaints and has also allowed for better utilization of limited workspace within Police Department headquarters.

The lease agreement includes an **annual base rent of \$1,802.50**, plus an **additional \$206.00 per month for electricity**, bringing the total monthly payment to \$2,008.50. Lease payments will be made from **Budget Line A3120.468 (Rent)**. The term of the lease is for one year, with an annual rent increase of 3% for subsequent years.

Cc: Mayor
Comptroller
Law Department

Period	Fixed Annual Rate	Monthly Installments
August 1, 2025- July 31, 2026	\$21,630.00	\$1,802.50
August 1, 2025- July 31, 2026	\$2,472.00	\$206.00
Total	\$24,102.00	\$2,008.50

If this request meets the approval of your Honorable Body, please enact legislation granting this approval.

Sincerely,



David Gibson
Commissioner of Public Safety



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1470

Agenda Date: 6/25/2025

Agenda #: 10.

City Council:

AN ORDINANCE AUTHORIZING TWO (2) MEMBERS OF SERVICE TO ATTEND THE MECHANICAL BREACHING INSTRUCTOR SCHOOL IN WAYNE, NEW JERSEY

Whereas, in correspondence dated June 16, 2025, the Chief of Operations of the Department of Public Safety formally requested authorization for two (2) members of the Mount Vernon Police Department to attend the Mechanical Breaching Instructor School scheduled for July 22-24, 2025, at the Passaic County Public Safety Academy, located at 300 Oldham Road, Wayne, NJ; and

Whereas, the Department of Public Safety has identified a critical need for enhanced tactical entry training, specifically in mechanical breaching techniques; and

Whereas, the Mechanical Breaching Instructor School, scheduled for July 22-24, 2025, at the Passaic County Public Safety Academy, located at 300 Oldham Road, Wayne, NJ, offers specialized instruction that includes door and window construction identification, breaching strike selection, tactical intelligence application, and determination of primary and secondary entry points; and

Whereas, the department currently lacks certified mechanical breaching instructors, and attendance at this course will certify two officers to return as instructors, thereby enabling internal training and capacity-building across the force; and

Whereas, following recommendations issued during the most recent Department of Justice review, the department has been advised to strengthen its operational preparedness and compliance through targeted training measures; and

Whereas, the cost for attending the three-day course will not exceed One Thousand Five Hundred Dollars (\$1,500.00), to be paid through budget line A3120.451 (Training), and the use of departmental vehicles is authorized for travel to and from the training site; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. The City Council hereby authorizes two (2) Members of Service from the Mount Vernon Police Department to attend the Mechanical Breaching Instructor School scheduled for July 22-24, 2025, at the Passaic County Public Safety Academy, located in Wayne, New Jersey.

Section 2. Training Objectives. The authorized attendees will receive intensive instruction in:

- Assessment of door and window types and construction;

- Execution of mechanical breaching techniques;
- Collection and analysis of breaching intelligence;
- Selection of primary and secondary entry points; and
- Other critical skills for safe and effective tactical operations.

Upon successful completion, the officers shall be recognized as certified instructors capable of conducting internal department training.

Section 3. Cost and Funding. The total cost for course registration, not to exceed \$1,500.00, shall be charged to Budget Line A3120.451 (Training). No additional costs are authorized without further Council approval.

Section 4. Transportation. Departmental vehicles shall be used to transport the attendees to and from the training site.

Section 5. Certification and Reporting. Upon completion of the course, the participating officers shall return as certified instructors and shall provide a written report to the Commissioner of Public Safety outlining the training received and recommendations for internal training implementation.

Section 6. 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

June 16, 2025

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

Subject: Request for Legislation- Mechanical Breaching Instructor School

Dear Honorable Council Members,

This letter comes to request the enactment of legislation authorizing two (2) Members of Service to attend the upcoming **Mechanical Breaching Instructor School**, scheduled for **July 22–24, 2025**, at the **Passaic County Public Safety Academy**, located at **300 Oldham Road, Wayne, NJ**.

This intensive three-day course is designed to train officers in the instruction of various breaching techniques, including:

- Identification and assessment of door/window types and construction
- Selection and execution of breaching strikes
- Gathering and applying breaching intelligence
- Determination of primary and secondary entry points
- Additional skills critical to tactical entry operations

Currently, the department does not have any certified breaching instructors. This training will enable the selected officers to return as certified instructors, enhancing our department's capabilities and equipping all personnel with essential knowledge to operate more safely and effectively in the field.

Following the conclusions of the latest Department of Justice review, it was advised that specific training measures be implemented to strengthen the department's preparedness and adherence to compliance standards. Attending this targeted training will directly contribute to meeting those

recommendations and enhance the operational effectiveness of the participating Members of Service.

The total cost of participation will not exceed **\$1,500.00**, covering the full course registration. Funding will be provided through budget line **A3120.451 (Training)**. Departmental vehicles will be authorized for transportation to and from the training location.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Marcel Olifiers', written in a cursive style.

Marcel Olifiers
Chief of Operations - Public Safety

Cc: Mayor
Comptroller
Law Department



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
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File #: TMP -1471

Agenda Date: 6/25/2025

Agenda #: 11.

City Council:

AN ORDINANCE AUTHORIZING ONE (1) MEMBER OF SERVICE TO ATTEND THE INITIAL RESPONSE TO ACTIVE SHOOTER TRAINING

Whereas, in correspondence dated June 16, 2025, the Chief of Operations of the Department of Public Safety formally requested authorization for one (1) Member of Service from the Mount Vernon Police Department to attend the Initial Response to Active Shooter Training from July 10 through July 11, 2025, at the State Preparedness Training Center located at 5900 Airport Road, Oriskany, NY 13424; and

Whereas, the City of Mount Vernon is committed to the safety and preparedness of its law enforcement personnel in responding to emergencies and critical incidents; and

Whereas, the State Preparedness Training Center in Oriskany, New York, is offering an Initial Response to Active Shooter Training from July 10 to July 11, 2025; and

Whereas, this specialized training is designed to equip law enforcement officers with the tactical skills and decision-making abilities required to respond effectively to active shooter incidents, including the establishment or transfer of incident command and the formation of contact or entry teams to neutralize threats; and

Whereas, the City has identified one (1) eligible Member of Service to participate in the training; and

Whereas, there is no registration cost associated with the training, and department vehicles may be used for transportation, with reimbursement provided for toll and fuel expenses; **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 one (1) Member of Service from the Mount Vernon Police Department to attend the Initial Response to Active Shooter Training from July 10 through July 11, 2025, at the State Preparedness Training Center located at 5900 Airport Road, Oriskany, NY 13424.

Section 2. Expenses. There shall be no registration or tuition costs incurred by the City. The attending Member of Service is authorized to use a City department vehicle for travel to and from the training site. The City shall reimburse the Member of Service for tolls and fuel expenses incurred in connection with this training, subject to the submission of appropriate documentation and in accordance with City policies and procedures.

Section 3. 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

June 16, 2025

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

RE: Request for Legislation- Initial Response to Active Shooters Training

Dear Honorable Council Members,

This letter respectfully requests the enactment of legislation authorizing one (1) Members of Service to attend the upcoming **Initial Response to Active Shooter Training**, scheduled to take place from **July 10 to July 11, 2025**, at the State Preparedness Training Center, located at **5900 Airport Road, Oriskany, NY 13424**.

This course is designed to equip law enforcement officers with the essential skills and tactics needed to respond effectively to active shooter incidents. Participants will receive instruction on initial response strategies, including the establishment or transfer of incident command, and the formation of entry or contact teams to engage and neutralize active threats. The training emphasizes rapid decision-making and decisive action to mitigate harm and protect lives.

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

There is **no cost** associated with participation in this training. Department vehicles will be authorized for travel to and from the training site, and reimbursement will be provided for tolls and fuel expenses.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Olifiers', with a stylized flourish at the end.

Marcel Olifiers
Chief of Operations – Public Safety

Cc: Mayor
Comptroller
Law Department



City of Mount Vernon, New York

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File #: TMP -1421

Agenda Date: 6/11/2025

Agenda #: 12.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH CATALIS ENTERPRISE CAMA FOR SOFTWARE SERVICES

Whereas, in a letter dated June 17, 2025, the Commissioner of the Department of Assessment formally requested authorization for the Mayor to execute a contract with Catalis Enterprise CAMA for the provision of CAMA-SaaS services and professional setup, at a total cost not to exceed Nine Thousand Six Hundred Dollars (\$9,600.00), for the subscription period of July 15, 2025, through July 14, 2026; and

Whereas, the City of Mount Vernon requires updated and efficient property assessment and management software services to support the operations of its Assessor's Office; and

Whereas, Catalis Enterprise CAMA offers a Computer-Assisted Mass Appraisal (CAMA) software solution that will enhance the City's assessment capabilities through cloud-based services and professional setup; and

Whereas, the subscription term for the Catalis Enterprise CAMA services is proposed to run from July 15, 2025, through July 14, 2026; and

Whereas, the total cost of the services, which includes CAMA-SaaS access for 15 users and a one-time professional services fee for setup and data conversion, is Nine Thousand Six Hundred Dollars (\$9,600.00); and

Whereas, funding for this expenditure is available in Budget Code A1355-405; **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, Shawyn Patterson-Howard, is hereby authorized to execute a contract with Catalis Enterprise CAMA for the provision of CAMA-SaaS services and professional setup, at a total cost not to exceed Nine Thousand Six Hundred Dollars (\$9,600.00), for the subscription period of July 15, 2025, through July 14, 2026.

Section 2. Funding. The total amount of \$9,600.00 shall be expended from Budget Code A1355-405, as funds have been certified as available for this purpose.

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

June 17, 2025

Honorable City Council Members
City of Mount Vernon
Mount Vernon, New York

(Through the Office of the Mayor)

Dear honorable City Council Members:

It is requested that legislation be enacted authorizing Mayor Shawyn Patterson-Howard to execute the contract for Catalis Enterprise CAMA at the cost of \$ 9,600.00

Fee Summary:

CAMA-SAAS for 15 users and Professional Services one-time fee for Setup and Cloud data
Conversion: Total: \$9,600.00

Attached, is subscription term for Catalis Enterprise CAMA covering July 15, 2025, through July 14, 2026.

There are funds available in Budget Code A1355-405.

If this meets approval code 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



City of Mount Vernon, New York

Staff Report

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File #: TMP -1422

Agenda Date: 6/11/2025

Agenda #: 13.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR CATALIS ENTERPRISE CAMA FOR PROFESSIONAL SERVICES FOR \$35,000.00

Whereas, in a letter dated May 20, 2025, the Commissioner of the Department of Assessment formally requested authorization for the Mayor authorized to execute the necessary documents to enter into a contract with Catalis Enterprise CAMA for the provision of professional services in connection with its CAMA software solution, for a total fee of Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00), covering the subscription term from July 15, 2025, through July 14, 2026; and

Whereas, the City of Mount Vernon requires updated software solutions to improve its property assessment, appraisal, and data management capabilities; and

Whereas, Catalis Enterprise CAMA has submitted a proposal to provide professional services for the implementation and subscription of its CAMA (Computer-Assisted Mass Appraisal) platform for the term beginning July 15, 2025, through July 14, 2026; and

Whereas, the total one-time professional services fee for said contract is Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00); and

Whereas, funding for this contract is available under Budget Code A1355-405; and

Whereas, it is in the best interest of the City of Mount Vernon to authorize the Mayor to execute this agreement in order to modernize and streamline the operations of the City's Assessor's Office; **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, the Honorable Shawyn Patterson-Howard, is hereby authorized to execute the necessary documents to enter into a contract with Catalis Enterprise CAMA for the provision of professional services in connection with its CAMA software solution, for a total fee of Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00), covering the subscription term from July 15, 2025, through July 14, 2026.

Section 2. Funding. The expenditure of funds for this contract shall be charged to Budget Code A1355- 405.

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

June 17, 2025

Honorable City Council Members
City of Mount Vernon
Mount Vernon, New York

(Through the Office of the Mayor)

Dear honorable City Council Members:

It is requested that legislation be enacted authorizing Mayor Shawyn Patterson-Howard to execute the contract for Catalis Enterprise CAMA at the cost of **\$ 35,000.00**

Fee Summary:

Professional Services one-time fees Total: **\$35,000.00**

Attached, is subscription term for Catalis Enterprise CAMA covering **July 15, 2025, through July 14, 2026.**

There are funds available in Budget Code **A1355-405.**

If this meets approval code 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