

Honorable City Council of Mount Vernon
One Roosevelt Square
City Hall - Room 104
Mount Vernon, New York 10550

Dear Honorable Members of the City Council,


I am writing to formally request permission to host a community event in the City of Mount Vernon. This annual gathering has proudly served our community for the past four years, and we are motivated to continue the tradition this year with your support.

This event is a grassroots initiative created to celebrate the spirit of Mount Vernon while uplifting our youth and families. It includes music, food, and a positive atmosphere that brings residents together in unity. A central and significant part of the day is our youth-focused school supply giveaways.

Our goal has always been to create a safe, positive, and impactful experience that gives back to the community. We work closely with local community organizations, community members, and volunteers to make this event successful, and we are committed to maintaining all necessary guidelines and protocols set by the City.

We respectfully request your permission and the required permits to hold this year's event. We can provide further details if needed. Thank you for your consideration and continued commitment to the people of Mount Vernon.

With gratitude,
Thomas J. Johnson
Founder, Hilltop Give Back Cookout

Special Event Application	Applicant	Primary Location
SEB-25-5	 Thomas Johnson	266 FOURTH ST ,E Mount Vernon, NY 10553
Submitted On: Jun 3, 2025		

Applicant Information

Is the applicant an individual or an organization?	Applying Organization / Business Name
Business / Organization	Hilltop
Applicant Address (Street Name, City, State, ZIP code, PLEASE!)	
266 South Fourth Ave	
Applicant's Daytime Phone Number	Organization/Business Main Contact Person
	Thomas Johnson

Event Information

Event Name	Event Sponsor
Hilltop Give Back Cookout	Hilltop Give Back Cookout
Event Date	Rain Date
08/02/2025	08/09/2025
Event Location	
4th Avenue (Between 3rd Street and 4th Street)	
Start Time (e.g. 10 AM)	End Time (e.g. 7 PM)
3:00p	11:00p
Streets to be Closed (Please include cross streets, e.g. 3rd Ave, between 1st and 2nd Streets)	
4th Avenue (Between 3rd Street and 4th Street)	

Event Information

Event details.
Community Cookout providing food and music, and youth/back-to-school giveaways

Special Accommodations (Check all necessary for your event)

Parking Control	Sound Amplification Equipment
--	--
Use of Open Flame	Stage, Tent, or Canopy
true	--
Will you be having any vendors at your event?	Are you requesting to use Private Security?
NO	NO

Additional Notes/Requests

Additional Information

N/A

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



EVENT NAME & DATE: Hill Top Cook Out Aug 2nd
EVENT SPONSOR: Hill Top (Thomas Johnson)

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 and amount 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: Thomas Johnson

Authorized Officer Title (if applicable):

Signature: Thomas Johnson

State of New York ss.:
County of Westchester

On the 3rd day of June in the year 2025 before me, the undersigned, personally appeared Thomas 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) 3rd day of June, 20 2025

Print Name: Patricia A Fleming

Signature: Patricia A Fleming

Qualified in Westchester County, NY Commission Expires: Sept. 30, 2026

effective: April 1, 2025

Patricia Fleming
Commissioner of Deeds
In and for the City of Mount Vernon
Commission Expires September 30, 20 26



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 30, 2025

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

RE: Hilltop (08/02/2025 Rain Date: 08/09/2025)

Please be advised that the Department of Public Works has no objections to your event on Hilltop (4th Avenue between 3rd and 4th Street. No parking signs will be placed 72 hours in advance and barricades placed 24 hours in advance.

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: June 18, 2024

To: Office of the Police Commissioner

From: Sgt De Benedictis, Support Services Division

Subject: Hilltop Give Back Cookout

At your direction, the undersigned has reviewed the attached special event request submitted by Thomas Johnson. The event "Hilltop Give Back Cookout". The event is scheduled for Saturday August 2, 2025, with a rain date of Saturday August 9, 2025, from the hours of 1500hrs to 2300hrs.

The event organizer has requested a street closure on south 4thth Ave between 3rd street to 4th street to host the event. The event is free and open to the public.

Alcohol will not be sold at the event, and the request does not specify whether sound equipment will be present. If sound equipment is present the organizer is to apply for a sound permit prior to the approval of the event.

I recommend that one (1) Sergeant and four (4) officers be hired on an overtime basis for the street closure and that the sector car and a supervisor give special attention to the event.

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

I further recommend that the application be approved once all permits and licenses have been acquired.

Sgt De Benedictis #3
Executive Officer
Support Services Division

Messages

Teddy BealeJune 5, 2025 at 12:27 pm

FDMV has no objections to the Hilltop Family Cookout. Roadway must remain passable for Fire and EMS vehicles
Fire Extinguishers that are necessary when cooking, per grill
Work or charcoal - 2.5 gal water Fire Extinguisher
Propane - 5lb ABC Fire Extinguisher
Oil - "K" type Fire Extinguisher

Step Activity

OpenGov system activated this step06/03/2025 at 2:45 pm

OpenGov system assigned this step to Teddy Beale06/03/2025 at 2:45 pm

Teddy Beale completed this step06/05/2025 at 12:27 pm