

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

Tuesday, May 14, 2024

4:00 PM

MAYOR'S CONFERENCE ROOM - 1st FLOOR

Board of Estimate & Contract

Call to Order: At __: __ PM by Chairwoman Mayor Shawyn Patterson-Howard

ADMINISTRATION OF THE AGENDA

- Roll Call: Roll Call and reading of agenda items administered by City Clerk Tanesia M. Walters. Noticed in the Journal News.
- OTHERS: City Clerk Tanesia M. Walters, Deputy City Clerk Nicole Bonilla, Deputy Corporation Counsel Johan Powell,

RESOLUTIONS APPROVING ORDINANCES

1. Department of Public Works: An ordinance authorizing the Initiation of Procurement for ADA-Accessible Elevator Lift System at Memorial Field
2. City Council: An ordinance authorizing the allocation of funds for Councilwoman Danielle Browne's attendance at the 2024 New York Conference of Mayors and Municipal Officials (NYCOM) Annual Membership Conference (May 15-17, 2024)
3. Office of the Mayor: An ordinance authorizing the Mayor to enter into an agreement for the purchase of four (4) passenger buses from Don Brown Bus Sales, Inc.
4. Youth Bureau: An ordinance authorizing attendance for five (5) Aviation Academy Participants and two (2) Mount Vernon Youth Bureau Staff to visit the BITTS Headquarters in Miami, FL (May 23-24, 2024).
5. Department of Buildings: An ordinance authorizing Commissioner Patrick Holder to attend the 2024 International Code Council (ICC) Annual Conference Expo - (October 20-23, 2024)
6. Fire Department: An ordinance authorizing the Participation of one (1) Member of Service ("MoS") at the National Fire Academy (NFA) & Emergency Management Institute (EMI) - (June 2 - 13, 2024)
7. Fire Department: An ordinance authorizing three (3) Members of Service ("MOS") to attend the First Responders Course - (May 10 - 12, 2024)
8. Recreation Department: An ordinance authorizing the Mayor to enter into an agreement with Westchester Soccer Group, LLC for the use of the Stadium at Memorial Field.

Agenda was concluded at ____ PM

Chairwoman Patterson-Howard asked if there was new business:

There being no further business, the meeting was adjourned at ____



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 -589

Agenda Date: 5/14/2024

Agenda #: 1.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the Initiation of Procurement for ADA-Accessible Elevator Lift System at Memorial Field - (\$540,000.00, funding secured from the Community Development Block Grant (CDBG) program), be and the same is hereby approved.

City Council:

AN ORDINANCE AUTHORIZING THE INITIATION OF PROCUREMENT FOR ADA-ACCESSIBLE ELEVATOR LIFT SYSTEM AT MEMORIAL FIELD

Whereas, by letter dated May 2, 2024, the Commissioner of the Department of Public Works has requested legislation authorizing the Department to initiate the procurement process for the design and construction of an ADA-accessible Elevator Lift System at Memorial Field; and

Whereas, the City of Mount Vernon is committed to ensuring equal access for all individuals, including those with disabilities, in compliance with the Americans with Disabilities Act (ADA); and

Whereas, Memorial Field Stadium requires an ADA-accessible Elevator Lift System to facilitate essential access for staff and individuals with disabilities to the Press Box area; and

Whereas, the implementation of ADA-compliant access at Memorial Field Stadium aligns with the city's values of inclusivity and fulfills legal obligations concerning accessibility standards; and

Whereas, the initiation of the procurement process for the design and construction of an ADA-accessible Elevator Lift System at Memorial Field will mitigate the city's exposure to potential litigation related to ADA non-compliance; and

Whereas, the Department of Public Works has requested authorization to issue a Request for Proposal (RFP) to solicit bids for the design and construction of the ADA-accessible Elevator Lift System; and

Whereas, the budget allocated for this project is \$540,000.00, with funding secured from the Community Development Block Grant (CDBG) program; and

Whereas, it is imperative to expedite this process to ensure that the City of Mount Vernon meets ADA requirements and provides equitable access to all individuals; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization to Initiate Procurement Process. The City of Mount Vernon hereby authorizes the Department of Public Works to initiate the procurement process for the design and construction of an ADA-accessible Elevator Lift System at Memorial Field Stadium.

Section 2. Issuance of Request for Proposal (RFP). The Department of Public Works is authorized to issue a Request for Proposal (RFP) to solicit bids from qualified contractors for the design and construction of the ADA-accessible Elevator Lift System.

Section 3. Budget Allocation. The budget allocated for the design and construction of the ADA-accessible Elevator Lift System at Memorial Field Stadium is \$540,000.00.

Section 4. Funding Source. Funding for this project shall be secured from the Community Development Block Grant (CDBG) program.

Section 5. Expedited Process. It is mandated that the procurement process for the ADA-accessible Elevator Lift System at Memorial Field Stadium be expedited to ensure timely compliance with ADA requirements.

Section 6. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
ROBERT L. HACKETT
Deputy Commissioner

May 2, 2024

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

Re: RFP - Request for Elevator Lift System at the Memorial Field Tennis Courts

Dear Honorable City Council Members,

I am writing to formally request your approval for legislation to initiate the procurement process for the design and construction of an ADA accessible Elevator Lift System at Memorial Field Stadium. This elevator will provide essential access for staff and individuals with disabilities from the ground floor to the Press Box area. By implementing ADA-compliant access at Memorial Field Stadium, we demonstrate our commitment to inclusivity and uphold legal obligations concerning accessibility standards. Moreover, this initiative mitigates the city's exposure to potential litigation related to ADA non-compliance.

The Department of Public Works seeks authorization to issue a Request for Proposal (RFP) to solicit bids for this project. The budget allocated for this endeavor is \$540,000.00, with funding being secured from the CDBG program. It is imperative that we expedite this to ensure that the city meets ADA requirements.

I kindly urge your favorable consideration of this resolution at the upcoming meeting to initiate the RFP process without delay.

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB

Cc: Recreation Department Planning Department Purchasing Agent File



City of Mount Vernon, New York

Staff Report

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

File #: TMP -580

Agenda Date: 5/14/2024

Agenda #: 2.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the allocation of funds for Councilwoman Browne's attendance at the 2024 New York Conference of Mayors and Municipal Officials (NYCOM) Annual Membership Conference - (costs not to exceed \$1,400.00 to be expensed to A1010.402, Travel Expenses, for travel on May 15 -17, 2024), be and the same is hereby approved.

City Council:

**AN ORDINANCE AUTHORIZING THE ALLOCATION
OF FUNDS FOR COUNCILWOMAN BROWNE'S
ATTENDANCE AT THE 2024 NEW YORK CONFERENCE
OF MAYORS AND MUNICIPAL OFFICIALS (NYCOM)
ANNUAL MEMBERSHIP CONFERENCE (MAY 15-17, 2024)**

Whereas, by letter dated April 29, 2024, the Legislative Assistant has requested legislation authorizing the allocation of funds to support Councilwoman Danielle Browne's attendance at the New York Conference of Mayors and Municipal Officials (NYCOM) at the Sagamore in Bolton Landing which is scheduled to take place from May 15 - 17, 2024; and

Whereas, attendance at this conference presents an invaluable opportunity for Councilwoman Danielle Browne to engage with elected officials from across the State and beyond, as well as to interact with Legislative representatives, fostering collaboration and knowledge sharing; and

Whereas, it is essential for municipal representatives to stay informed about best practices, policies, and innovations in governance to effectively serve the City of Mount Vernon and its residents; and

Whereas, Councilwoman Danielle Browne has requested financial support from the City Council to cover expenses associated with attending the NYCOM Annual Membership Conference;

Now, Therefore, Be It Resolved That

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

Section 1. Authorization of Funds. The City Council hereby authorizes the allocation of funds to support Councilwoman Danielle Browne's attendance at the 2024 NYCOM Annual Membership Conference and Municipal Officials (NYCOM) at the Sagamore in Bolton Landing which is scheduled to take place from May 15 - 17, 2024.

Section 2. Allocation of Funds. A total travel fund not exceeding \$1,400 is hereby allocated for Councilwoman Danielle Browne's attendance at the conference.

Section 3. Expense Breakdown. The allocated funds shall be utilized as follows:

- Registration and conference materials expenses totaling \$350.00 shall be charged to account A1010.417 (Education and Training).
- Transportation expenses, not exceeding \$1,050.00, shall be covered. Councilwoman Browne will drive herself to the conference.
- Lodging expenses up to \$640.00.
- Conference dinner package totaling \$225.00 and incidental expenses shall be expensed to account A1010.402 (Travel Expenses).

Section 4. Compliance. All expenditures shall be subject to compliance with applicable city policies and procedures regarding travel and expense reimbursement.

Section 5. Severability. If any provision of this ordinance is held to be invalid or unenforceable, such determination shall not affect the validity or enforceability of the remaining provisions.

Section 6. Repeal. Any ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 7. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



CITY COUNCIL
ONE ROOSEVELT SQUARE
MOUNT VERNON, NY 10550
(914) 665-2352 FAX (914) 668-6044
www.cmvny.com

DANIELLE BROWNE, ESQ.
CITY COUNCILWOMAN
DBrowne@cmvny.com

CHAIR, STANDING COMMITTEE ON
LEGISLATION AND PUBLIC WORKS

CO-CHAIR, STANDING COMMITTEE ON
PUBLIC SAFETY AND CODES

April 29, 2024

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

Re: Requesting Permission for Councilwoman Danielle Browne to Attend the 2024 New York Conference of Mayors and Municipal Officials (NYCOM) Annual Membership Conference on May 15-17, 2024, in Bolton Landing, NY.

Dear Honorable Body:

This letter comes to respectfully request that City Council approve the request for Councilwoman Danielle Browne to attend the 2024 New York Conference of Mayors and Municipal Officials (NYCOM) Annual Membership Conference on May 15-17, 2024, in Bolton Landing, NY.

The Conference provides an opportunity to meet with elected officials across the State and beyond, as well as to meet with Legislative representatives. A travel fund that should not exceed \$1,400 is being requested for this trip. The funds will include a reimbursement of costs of \$350.00 (registration, conference materials). That total of \$350.00 should be charged to A1010.417 (Education and Training). The remaining amount of \$1,050.00 is for transportation (Councilwoman will drive herself), lodging \$640.00, conference dinner package \$225 and incidentals should be expensed to A1010.402, (Travel Expenses).

If this meets with the City Council's approval, I ask that the necessary legislation be enacted to reflect this request. Thank you for your attention to this matter.

Sincerely,

Antoinette Anderson
Legislative Assistant to
The City Council



NYCOM



**NY
COM**



**The Sagamore
Bolton Landing**

May 15-17, 2024

[INFORMATION](#)

[REGISTER](#)

[HOTEL](#)

Annual Meeting Tentative Agenda

Wednesday, May 15, 2024

12:00 p.m.

NYCOM Registration Desk Opens

2:30 p.m.

POLICY COMMITTEE MEETINGS

(all registrants are encouraged to attend)

- o Finance
- o Government Operations and Community Development
- o Employee Relations and Public Safety
- o Energy and Environment

4:00 p.m.

CONCURRENT SESSIONS

- o Albany Update
- o Handling Stress in the Workplace

- Volunteer Firefighter Issues
- Understanding Battery Storage in NYS

6:30 p.m.

WELCOME RECEPTION-STYLE DINNER

8:00 p.m.

ENTERTAINMENT

Thursday, May 16, 2024

7:30 a.m.

NYCOM Registration Desk Opens

8:00 a.m.

CONCURRENT SESSIONS

- An Open Forum for Local Officials
- College Communities Roundtable

9:15 a.m.

ANNUAL BUSINESS MEETING

AWARDS PRESENTATIONS

10:00 a.m.

PLENARY SESSION

11:15 a.m.

CONCURRENT SESSIONS

- Exploring Health Insurance Options for Local Governments
- Promoting Civility in Your Communities
- Roles and Responsibilities

12:30 p.m.

LUNCH

2:00 p.m.

CONCURRENT SESSIONS

- Positions of Employment in Local Government: Understanding the Nuances
- Policies Local Governments Must Have and Should Have
- State and Federal Funding Opportunities

3:30 p.m.

CONCURRENT SESSIONS

- Managing Water Resources in Your Community
- Mastering Media Relations
- Strategies for Ending Illegal Cannabis Sales

5:45 p.m.

PRESIDENT'S RECEPTION

7:00 p.m.

ANNUAL BANQUET AND INSTALLATION OF OFFICERS

FIREWORKS

Friday, May 17, 2024

8:00 a.m.

NYCOM Registration Desk Opens

8:00 a.m.

CONCURRENT SESSIONS

- Emergency Management for Elected and Appointed Officials
- Women's Advisory Committee

9:00 a.m.

CONCURRENT SESSIONS

- Municipal Procurement and Competitive Bidding
- Ethics for Local Officials
- *In Rem* Tax Enforcement Post-Tyler

NOTE: Schedule is Subject to Change

updated 4/1/24



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 -577

Agenda Date: 5/14/2024

Agenda #: 3.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the Mayor to enter into an agreement for the purchase of four (4) passenger buses from Don Brown Bus Sales, Inc. - (\$414,439.16 - available through ARPA in Budget Codes A7020.203ARP and A7311.203ARP), be and the same is hereby approved.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF FOUR (4) PASSENGER BUSES FROM DON BROWN BUS SALES, INC.

Whereas, the Mayor, through a letter dated April 25, 2024, has requested the enactment of legislation to authorize her to engage in an agreement with Don Brown Bus Sales, Inc., for the procurement of four 14-passenger shuttle buses intended for use by the Department of Recreation and the Youth Bureau; and

Whereas:

1. The City of Mount Vernon recognizes the need for reliable transportation services for its senior citizens and youth population; and
2. The Department of Recreation and the Youth Bureau has identified the requirement for four passenger buses to facilitate transportation to and from various programs and trips.
3. Don Brown Bus Sales, Inc. offers suitable 14-passenger shuttle buses meeting the city's requirements, with each bus priced at \$103,609.79, totaling \$414,439.16 for all four buses.
4. Funding for the purchase of the buses is available through the American Rescue Plan Act (ARPA), allocated to budget codes A7020.203ARP and A7311.203ARP.

Now, Therefore, Be It Ordained by the City Council of Mount Vernon as Follows:

Section 1. Authorization. The Mayor of Mount Vernon is hereby authorized to enter into an agreement with Don Brown Bus Sales, Inc. for the purchase of four 14-passenger shuttle buses to be utilized by the Department of Recreation and the Youth Bureau.

Section 2. Utilization of Buses. Two of the purchased buses shall be allocated to the Department of Recreation for the transportation of seniors to and from programs and trips. The remaining two buses shall be designated for use by the Youth Bureau to transport children to and from programs and trips.

Section 3. Purchase Details. The four buses to be purchased from Don Brown Bus Sales, Inc. shall be of the following specifications: New 2023 Chevrolet Express, Model: Allstar, Color: White.

Section 4. Financial Provisions. The total purchase price of \$414,439.16 shall be funded through ARPA, with funds allocated to budget codes A7020.203ARP and A7311.203ARP.

Section 5. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application.

Section 6. Repeal. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 7. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

MALCOLM CLARK
Chief of Staff

April 25, 2024

VIA EMAIL:

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

RE: Authorization for the Mayor to enter into an agreement to purchase 4 passenger buses from **Don Brown Bus Sales, Inc.** with the use of ARPA funds.

Dear Honorable Council Members:

This letter requests authorization for the Mayor to enter into an agreement to purchase 4 passenger buses from **Don Brown Bus Sales, Inc.**, that will be utilized by the **Department of Recreation** and the **Youth Bureau**. Two buses will be for the use of the Recreation Department for the transportation of seniors, to and from programs and trips. The other two buses will be for the use of the Youth Bureau for the transportation of children, to and from programs and trips. The payment is for all 4, 14-Passenger Shuttle buses (New 2023 Chevrolet Express / Model: Allstar / Color: White). Each bus has a price of \$103,609.79. The total purchase price will be \$414,439.16. The funding will be available through ARPA in budget codes A7020.203ARP and A7311.203ARP.

Sincerely,

Shawyn Patterson-Howard
Mayor

Attached: Don Brown Bus Sales, Inc. Invoices

cc: Management Services, Comptroller



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 -583

Agenda Date: 5/14/2024

Agenda #: 4.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the attendance of five (5) Aviation Academy Participants and two (2) Mount Vernon Youth Bureau Staff to visit the BITTS Headquarters in Miami, FL - (expenses for the trip, including but not limited to accommodation, meals, ground transportation, and flight, totaling \$2,630 shall be covered by the Project RISE grant, with all costs to be accounted for under Revenue Code A4790.6 and appropriations in Budget Code A6295.402 - for travel on May 23-24, 2024), be and the same is hereby approved.

City Council:

***AN ORDINANCE AUTHORIZING ATTENDANCE
FOR FIVE (5) AVIATION ACADEMY PARTICIPANTS
AND TWO (2) MOUNT VERNON YOUTH BUREAU STAFF
TO VISIT THE BITTS HEADQUARTERS IN MIAMI, FL
(May 23-24, 2024)***

Whereas, by letter dated May 1, 2024, the Executive Director of the Mount Vernon Youth Bureau has requested legislation authorizing five (5) Aviation Academy participants from the WDAY Program and two Mount Vernon Youth Bureau staff to visit the BITTS Headquarters in Miami, FL, on May 23-24, 2024; and

Whereas, the City of Mount Vernon acknowledges the importance of providing hands-on experiences and opportunities for its youth to explore career paths and develop essential skills; and

Whereas, the Mount Vernon Youth Bureau has been approved to accept funds from Project RISE to support the WIOA/WDAY Program, aimed at empowering youth and fostering their professional growth; and

Whereas, the BITTS Program offers valuable training and career opportunities in the aviation industry, particularly in the field of fixed-base operations, which aligns with the goals of the WDAY

Program; and

Whereas, a visit to the BITTS Headquarters in Miami, FL, presents an extraordinary opportunity for five Aviation Academy participants from the WDAY Program and two Mount Vernon Youth Bureau staff to gain firsthand experience and insight into the aviation industry; and

Whereas, the funding for this trip, including accommodation, meals, transportation, and flight expenses, will be covered by the Project RISE grant, with all costs to be accounted for under Revenue Code A4790.6 and appropriations in Budget Code A6295.402; and

Whereas, the trip is scheduled to take place from May 23, 2024, with a return on May 24, 2024; and

Whereas, all necessary permissions from parents and guardians will be obtained prior to the participant's involvement in the trip; and

Whereas, the trip will contribute to the holistic approach of the WDAY Program by providing participants with additional hands-on experience and exposure to the aviation industry; **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 of Mount Vernon hereby grants permission for five Aviation Academy participants from the WDAY Program and two Mount Vernon Youth Bureau staff to visit the BITTS Headquarters in Miami, FL, on May 23-24, 2024.

Section 2. Funding Allocation. The expenses for the trip, including but not limited to accommodation, meals, ground transportation, and flight, totaling \$2,630 shall be covered by the Project RISE grant, with all costs to be accounted for under Revenue Code A4790.6 and appropriations in Budget Code A6295.402.

Section 3. Trip Details. Participants will be accommodated in hotel rooms with double and triple occupancy, with an estimated cost of \$327. Commuter meals for the duration of the trip will amount to approximately \$483 per participant. Ground transportation expenses, including car rental and Uber services, are estimated at \$700. The flight expenses, totaling \$1120, will be arranged for

private aircraft departing from Westchester County Airport (HPN) under the supervision of Captain Barrington Irvington.

Section 4. Parental Consent. All participants under the age of 18 shall provide written consent from their parents or guardians before being permitted to join the trip.

Section 5. Implementation. This ordinance shall take effect immediately upon its passage and approval by the City Council of Mount Vernon.

Section 6. Enactment. This ordinance is hereby enacted into law by the City Council of Mount Vernon.

Section 7. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 665-2344 (914) 665-1373

Debbie Burrell-Butler
Executive Director
Dena Williams
Deputy Director

May 1, 2024

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

Re: Extraordinary Opportunity for Hands-On Experience Day trip for (5) Aviation Academy Participants

Dear Honorable Members:

This letter comes to respectfully request that the City Council enact legislation that will enable the Mayor permission to grant five Aviation Academy participants from the WDAY Program and two Mount Vernon Youth Bureau staff to experience an extraordinary opportunity for hands-on experience to the BITTS Headquarter in Miami, FL. The day trip is from **May 23, 2024** returning on **May 24, 2024** which will be paid for using funds from the Project RISE grant.

In an ordinance dated September 19, 2023, the Mount Vernon Youth was approved to accept funds in the amount of \$86,500 from Project RISE to support the WIOA/WDAY Program. Through the BITTS Program, five older youth through the WDAY Program started their life changing career in becoming fixed-base operators. A field that serves as a crucial cornerstone within the aviation industry, offering a comprehensive range of services and facilities to support private and business aircrafts. This trip will add to the participants' extraordinary hands-on experience which adds to the program holistic approach.

The following are estimates for 7 people: Hotel x 7 (1 nights with double & triple occupancies) \$109 *3 room = **\$327**; Commuter Meals \$69 x 7 (breakfast, lunch, & dinner)= **\$483**; Ground Transportation, car rental & Uber **\$700**; Flight \$160 *7= **\$1120**. Funds are to be accounted for in revenue code A4790.6 with the appropriations in budget codes: A6295.402 (Travel Expense) totalling **\$2,630**.

Please note this is a reimbursable grant and cost the city zero dollars. Participants will have the opportunity to fly on private aircraft leaving from Westchester County Airport (HPN) with the world-renowned Captain Barrington Irvington. Permission from parents and guardians will be in writing. Please visit the BITTS website: [About Us — BITTS \(bittschool.com\)](https://www.bittschool.com). Should you require further information, please feel free to contact me at (914) 665-2347 or by email at Dburrell@cmvny.com.

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

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

“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 -546

Agenda Date: 5/14/2024

Agenda #: 5.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing Commissioner Patrick Holder to attend the 2024 International Code Council (ICC) Annual Conference and Expo - (\$3,300 to be allocated from Budget Code A3620.451, Training, for travel on October 20-23, 2024), be and the same is hereby approved.

City Council:

**AN ORDINANCE AUTHORIZING COMMISSIONER
PATRICK HOLDER TO ATTEND THE 2024
INTERNATIONAL CODE COUNCIL (ICC) ANNUAL
CONFERENCE AND EXPO (October 20-23, 2024)**

Whereas, by letter dated March 26, 2024, the Commissioner for the Department of Buildings has requested legislation authorizing him to attend the 2024 International Code Council (ICC) Annual Conference and Expo in Long Beach, California, from October 20 to October 23, 2024; and

Whereas, it is necessary for Commissioner Patrick Holder to attend the ICC in Long Beach, California; and

Whereas, the ICC Annual Conference provides valuable opportunities for building professionals and industry leaders to network and learn about the latest advancements in building safety; and

Whereas, the total cost of attendance, including registration fees and related expenses, is estimated to be \$3,300.00; and

Whereas, funds for Commissioner Patrick Holder's attendance at the ICC Annual Conference will be allocated from Budget Code A3620.451 (Training); **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization. Commissioner Patrick Holder is hereby authorized to attend the 2024 International Code Council (ICC) Annual Conference and Expo in Long Beach, California, from October 20 to

October 23, 2024.

Section 2. Cost. The total cost of attendance, including registration fees and related expenses, shall not exceed \$3,300.00.

Section 3. Source of Funds. Funds for Commissioner Patrick Holder's attendance at the ICC Annual Conference shall be allocated from Budget Code A3620.451 (Training).

Section 4. Submission of Receipts. Commissioner Patrick Holder shall submit all receipts related to the conference expenses upon return.

Section 5. Severability. If any provision of this ordinance is held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining provisions.

Section 6. Repeal. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

Section 7. Publication. The City Clerk is hereby directed to publish this ordinance in accordance with the laws of the State of New York.

Section 8. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



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 or (914) 665-2498
 Email: DoB@cmvny.com
 Website: www.cmvny.com

Patrick G. Holder, R.A.
 Commissioner

March 26, 2024

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

THROUGH THE OFFICE OF THE MAYOR

Re: Legislation for attending ICC Annual Conference 2024 Meeting

Dear Council President Gleason and Honorable City Council Members:

The purpose of this letter is to respectfully request that the City Council enact legislation which will allow Commissioner Patrick Holder to attend the 2024 International Code Council Annual Conference and Expo ICC in Long Beach, Ca on October 20th, through October 23, 2024. The ICC annual conference is a safety event bringing together building professionals and industry leaders from around the world to network and learn about the latest advancements in building safety.

The cost of the training includes registration of \$715.00 per government membership. The total cost is not to exceed \$3,300.00 including all related expenses and access to and from the conference.

Funds are to be taken from Budget Code A. 3620.451 budget line for training in the 2024 Budget. All receipts shall be submitted upon return.

Thank you in advance for your consideration of this matter.

Respectfully submitted,

Patrick G. Holder
 Commissioner
 Department of Buildings



Why You Should Attend

This year's conference will feature industry-leading educational sessions, valuable career resources, special networking events, inspiring speakers and historic building tours

Who Should Attend

The International Code Council's Annual Conference brings together building safety professionals from around the world.

Benefits of Attending Annual Conference

No matter where you are in your building safety career – just starting out or in the thick of things and looking to expand your code knowledge or leadership skills – the Code Council has a track record of delivering value. During the conference, participants will have the opportunity to network, earn CEUs, access career resources, socialize with peers, and participate in elections and other association business. Our attendees walk away with smart strategies, actionable tactics, improved skills and real connections with the people who are shaping the future of building 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 -584

Agenda Date: 5/14/2024

Agenda #: 6.

Board of Estimate & Contract:

RESOLVED, that a resolution adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the participation of one (1) Member of Service (“MoS”) at the National Fire Academy (NFA) & Emergency Management Institute (EMI) - (\$1,000.00 to be allocated from Budget Code A3410.451, Training, for travel on June 2 -13, 2024), be and the same is hereby approved.

City Council:

**AN ORDINANCE AUTHORIZING THE
PARTICIPATION OF ONE (1) MEMBER OF SERVICE
 (“MOS”) AT THE NATIONAL FIRE ACADEMY (NFA)
& EMERGENCY MANAGEMENT INSTITUTE (EMI)**

(June 2 - 13, 2024)

Whereas, by letter dated April 30, 2024, the Fire Commissioner has requested legislation authorizing the participation of one (1) Member of Service (MoS) to attend the Fire Investigation Essentials: Class RO772, conducted by the National Fire Academy (NFA) & Emergency Management Institute (EMI) from June 2 - 13, 2024, in Emmitsburg, Maryland; and

Whereas, the City of Mount Vernon Fire Administration aims to enhance the skills and capabilities of its Members of Service (MoS) in fire investigation and emergency management; and

Whereas, the National Fire Academy (NFA) & Emergency Management Institute (EMI) offer valuable training programs, including the Fire Investigation Essentials: Class RO772; and

Whereas, participation in the aforementioned training course will improve investigation skills and foster better working relations with the Bureau of Alcohol, Tobacco, Firearms and Explosives (AFT); and

Whereas, it is essential for the City of Mount Vernon Fire Department to have well-trained personnel equipped with the latest techniques and knowledge in fire investigation and emergency

management; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization for Training. The City of Mount Vernon hereby authorizes and approves the participation of one (1) Member of Service (MoS) to attend the Fire Investigation Essentials: Class RO772, conducted by the National Fire Academy (NFA) & Emergency Management Institute (EMI) from June 2 - 13, 2024, in Emmitsburg, Maryland.

Section 2. Use of City Vehicle. The MoS is authorized to utilize a city vehicle for transportation to and from the training venue.

Section 3. Reimbursement Authorization. The department is hereby authorized to reimburse expenses incurred by the attending Member of Service (MoS), not to exceed \$1,000, for costs associated with fuels, tolls, housing, and meals during the duration of the training.

Section 4. Funding Allocation. Funds for covering the expenses related to the training shall be sourced from Budget Code A3410.451 (training) and are hereby allocated for this purpose.

Section 5. Severability. If any provision of this ordinance is held to be invalid, such invalidity shall not affect the remaining provisions which can be given effect without the invalid provision.

Section 6. Authority. This ordinance is enacted according to the powers vested in the City Council of Mount Vernon and following applicable laws and regulations.

Section 7. Enactment. This ordinance shall be deemed enacted upon approval by the City Council of Mount Vernon and signature by the Mayor.

Section 8. Publication. The City Clerk is hereby directed to publish this ordinance in accordance with the requirements of law.

Section 9. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Fire Department

SHAWYN PATTERSON-HOWARD
Mayor

Fire Headquarters
470 E Lincoln Ave
Mount Vernon, NY 10552
(914) 665-2611 – Fax: (914) 665-2630

Deborah M. Norman
Fire Commissioner
Theodore W. Beale Jr.
Deputy Fire Commissioner
K. Robert Odindo
Chief of Operations
Aaron Marable
Asst. Chief of Operations

Through The Office of the Mayor

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

April 30, 2024

RE: FDMV Training

Dear City Councilmembers;

The Fire Administration is requesting authorization and approval to send 1 Member (1) to the National Fire Academy (NFA) & Emergency Management Institute (EMI), Emmitsburg Maryland. **The Course is from June 2nd 2024 through June 13th 2024. This Course is Fire Investigations Essentials; to enhance investigations skills and joint working relations with ATF.**

Fire Investigations Essentials : Class RO772

The department further request authorization for usage of city vehicle and to reimburse costs associated with fuel and tolls, housing and meals. The costs associated with the course, for fuel, tolls and meals not to exceed:

\$1,000 from the department Training Budget Code A3410.451 = 1,000.00

Thanking the Council in advance for support.

Sincerely,

Deborah M. Norman
Fire Commissioner

“The Jewel of Westchester”



City of Mount Vernon, New York

Staff Report

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

File #: TMP -585

Agenda Date: 5/14/2024

Agenda #: 7.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing three (3) Members of Service (“MoS”) to attend the First Responders Course - (\$1,200.00 to be allocated from Budget Code A3410.451, Training, for travel on May 10 -12, 2024), be and the same is hereby approved.

City Council:

**AN ORDINANCE AUTHORIZING THREE (3)
MEMBERS OF SERVICE (“MOS”) TO ATTEND
THE FIRST RESPONDERS COURSE
(May 10 - 12, 2024)**

Whereas, by letter dated April 29, 2024, the Fire Commissioner has requested legislation authorizing the participation of three (3) Members of Service (MoS) to attend the Fire Investigations: First Responders Course W0770, from May 10 - 12, 2024, in Emmitsburg, Maryland; and

Whereas, the Fire Investigations: First Responders Course - W0770 is designed to prepare firefighters to meet the requirements for arson investigations; and

Whereas, the City Fire Department is actively training new firefighters for certification as arson investigators and seeks to enhance skills in determining the cause and origin of structure fires; **Now, Therefore, Be It Resolved That**

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

Section 1. Authorization for Participation. The City of Mount Vernon hereby authorizes and approves the participation of three (3) Members of Service (“MoS”) to attend the Fire Investigations: First Responders Course W0770, from May 10 - 12, 2024, in Emmitsburg, Maryland.

Section 2. Purpose of Training. The purpose of this training is to equip firefighters with the necessary skills and knowledge to meet the requirements for arson investigations and enhance their

abilities in determining the cause and origin of structure fires.

Section 3. Authorization for Use of City Vehicle. The City Fire Department is hereby authorized to utilize a city vehicle for transportation to and from the Fire Academy in Emmitsburg, Maryland, during the training period.

Section 4. Reimbursement Authorization. The City of Mount Vernon further authorizes reimbursement for costs associated with participation in this course not to exceed \$1,200. Such costs may include, but are not limited to, fuel, tolls, and housing expenses.

Section 5. Funding Allocation. Funds for covering the expenses related to the training shall be sourced from Budget Code A3410.451 (training) and are hereby allocated for this purpose.

Section 6. Severability. If any provision of this ordinance is held to be invalid, such invalidity shall not affect the other provisions which can be given effect without the invalid provision.

Section 7. Repeal. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 8. Publication. The City Clerk is hereby authorized and directed to publish this ordinance by the laws and regulations governing such publications.

Section 9. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Fire Department

SHAWYN PATTERSON-HOWARD
Mayor

Fire Headquarters
470 E Lincoln Ave
Mount Vernon, NY 10552
(914) 665-2611 – Fax: (914) 665-2630

Deborah M. Norman
Fire Commissioner
Theodore W. Beale Jr.
Deputy Fire Commissioner
K. Robert Odindo
Chief of Operations
Aaron Marable
Asst. Chief of Operations

Through The Office of the Mayor

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

April 29, 2024

RE: FDMV Training

Dear City Councilmembers;

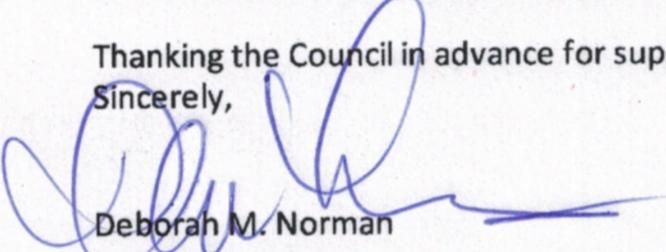
The Fire Administration is requesting authorization and approval to send Three (3) members to the Fire Academy, Emmitsburg Maryland. **The Course is from May 10th through May 12, 2024. This Course prepares the firefighter to meet the requirements for Arson Investigations.**

Fire Investigations: First Responders Course W0770

The department is training new firefighters for certification as Arson Investigators and to improve skills on determining the cause and origin of structure fires.

The department further request authorization for usage of city vehicle and to reimburse costs associated with fuel and tolls, housing and meals. The costs associated with the course, for fuel, tolls and meals not to exceed: **\$1,200.00 from the department Training Budget Code A3410.451 = \$1,200.00**

Thanking the Council in advance for support.
Sincerely,


Deborah M. Norman
Fire Commissioner

"The Jewel of Westchester"



City of Mount Vernon, New York

Staff Report

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

File #: TMP -594

Agenda Date: 5/14/2024

Agenda #: 8.

Board of Estimate & Contract:

RESOLVED, that an ordinance adopted by the City Council on May 8, 2024, and signed by the Mayor on May 9, 2024, authorizing the Mayor to enter into an agreement with Westchester Soccer Group, LLC for use of the Stadium at Memorial Field - (\$10,000 per game day and \$500.00 per practice hour for practice days. The contract commences on January 1, 2025, and ends on December 31, 2025. Funds shall be deposited in Revenue Code A2410, Rental of Real Property, for appropriation in Budget Code A7021.104, MF Part-time Salaries, and 7021.458, MF Other Expenses), be and the same is hereby approved.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH WESTCHESTER SOCCER GROUP, LLC FOR USE OF THE STADIUM AT MEMORIAL FIELD

Whereas, by letter dated May 8, 2024, the Commissioner for the Recreation Department has requested legislation authorizing the Mayor of Mount Vernon to enter into an agreement with Westchester Soccer Group, LLC, for the utilization of city-owned facilities for soccer games and practices at the stadium at Memorial Field; and

Whereas, the City of Mount Vernon recognizes the importance of promoting recreational activities for its residents, and

Whereas, Westchester Soccer Group, LLC has expressed interest in utilizing city-owned facilities for soccer games and practices, and

Whereas, it is in the best interest of the city to enter into a contractual agreement with Westchester Soccer Group, LLC to facilitate such activities; **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 into Agreement. The Mayor of Mount Vernon is hereby authorized

to enter into an agreement with Westchester Soccer Group, LLC, for the utilization of city-owned facilities for soccer games and practices at the stadium at Memorial Field, under the terms and conditions outlined herein.

Section 2. Contract Period. The contract period shall commence on January 1, 2025, and end on December 31, 2025.

Section 3. Financial Terms. Westchester Soccer Group, LLC agrees to pay the City of Mount Vernon Ten Thousand Dollars (\$10,000) per game day and Five Hundred Dollars (\$500.00) per practice hour for practice days.

Section 4. Appropriation of Funds. Funds received from Westchester Soccer Group, LLC under this agreement shall be deposited in Revenue Code A2410 (Rental of Real Property) for appropriation in Budget Code A7021.104 (MF Part-time Salaries) and 7021.458 (MF Other Expenses).

Section 5. Severability. If any provision of this ordinance is held to be invalid, illegal, or unenforceable, such determination shall not affect the validity, legality, or enforceability of any other provision, which shall remain in full force and effect.

Section 6. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 7. Publication. The City Clerk is directed to cause this ordinance to be published in accordance with the laws of the State of New York.

Section 8. Effective Date. This ordinance shall take effect upon its approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.
RECREATION DEPARTMENT

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2420 – Fax: (914) 665-2421

KATHLEEN WALKER- PINCKNEY
Commissioner

May 8, 2024

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

Re: Westchester Soccer Group LLC Agreement

Dear Honorable Members:

This letter requests that the City of Mount Vernon enact Legislation enabling the mayor to enter into an agreement with Westchester Soccer Group, LLC for the use of the practice facilities at Memorial Field. The contract period runs from January 1, 2025, to December 31, 2025.

Westchester Soccer Group LLC agrees to pay the City of Mount Vernon, NY, ten thousand dollars (\$10,000) per game day and five hundred dollars (\$500) per practice hour for practice days.

Funds for this program are to be deposited in revenue code A2410 (Rental of Real Property) for an appropriation in budget code A7021.104 (MF Part-time Salaries) and A7021.458 (MF Other Expenses)

Thank you for your Cooperation on this matter,

Sincerely,

Kathleen Walker-Pinckney
Commissioner

