

# **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-revised**

**Monday, August 10, 2026**

**7:00 PM**

**City Council Chambers**

### **City Council Work Session**

*NICOLE BONILLA, MBA*  
*City Clerk*

*JORDAN A. RIULLANO, JD*  
*Deputy City Clerk*

**LEGISLATION AND PUBLIC WORKS**

1. Rose Luangisa: An Ordinance of the City of Mount Vernon, New York, Authorizing the Temporary Closure of Hawthorne Terrace Between Lenox Avenue and Euclid Avenue for the 9th Annual Wakanda Celebration to be Held on September 12, 2026 - (from 12:00 p.m. to 8:00 p.m.)

**Code:** LPW

**Attachments:** [Wakanada 2026](#)

[Approval Step\\_ Public Works Response](#)

[Approval Step\\_ Fire Department Response](#)

[Approval Step\\_ SSD Response and  
Recomendation](#)

[Approval Step\\_ OEM Review](#)

2. Edward Fichette: An Ordinance Authorizing the Temporary Closure of a Portion of Gramatan Avenue and the Temporary Use of Public Rights-of-Way for the Flyest (Fashion) Night Out community Event to be Held on Saturday, September 12, 2026

**Code:** LPW

**Attachments:** [MV Fashion Night Out](#)

[Approval Step\\_ Public Works Response](#)

[Approval Step\\_ OEM Review](#)

[Approval Step\\_ Fire Department Response](#)

[Approval Step\\_ SSD Response and  
Recomendation](#)

3. Aseya Floyd: An Ordinance Authorizing the Temporary Closure of Eastchester Lane between 10th Avenue and 11th Avenue for a Labor Day Community Block Party - (Saturday, September 5, 2026, and Sunday, September 6, 2026, from 10:00 a.m. until 10:00 p.m.)

**Code:** LPW

**Attachments:** [Eastchester Lane](#)

[Approval Step\\_ SSD Response and  
Recomendation](#)

[Approval Step\\_ Public Works Response](#)

[Approval Step\\_ Fire Department Response](#)

[Approval Step\\_ OEM Review](#)

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4. Melissa Cardanay: An Ordinance Authorizing the Temporary Closure of a Portion of South Fourth Avenue for the Third Annual "Frenchy Day" Community Memorial Fundraiser - (Saturday, September 26, 2026)

**Code:** LPW

**Attachments:** [Frenchy Day](#)

[Approval Step\\_ OEM Review](#)

[Approval Step\\_ Public Works Response](#)

[Approval Step\\_ Fire Department Response](#)

[Approval Step\\_ SSD Response and  
Recomendation](#)

5. Department of Management Services: An Ordinance Authorizing the Mayor to Enter into Addendum No. 1 to the Software-As-A-Service (SaaS) Agreement with Sunlight Technologies, Inc. (D/B/A "Readly") for the Two-Year Renewal of the City's Artificial Intelligence (AI) Platform and Authorizing Payment Therefor

**Code:** LPW

**Attachments:** [Readly Renewal Addendum No 1 City](#)

[Council Meeting 8-12-2026](#)

[Ready Proposal for Mount Vernon - Updated](#)

6. Department of Management Services: An Ordinance Authorizing the Mayor to Enter into a Cell Phone Disposal and Data Removal Agreement with PaceButler Corporation and Authorizing the Disposal of Eighty-Six (86) Obsolete Smartphones

**Code:** LPW

**Attachments:** [PaceButler Cell Phone Disposal Agreement  
and Approval](#)

[Data Erase & Destruction Policy 2026](#)

7. Department of Management Services: An Ordinance Adopting the City of Mount Vernon Policy for Safeguarding Personally Identifiable Information (PII) in Compliance with the New York State Shield Act, HIPAA, the New York Personal Privacy Protection Law, and other Applicable Privacy Laws

**Code:** LPW

**Attachments:** [PII Policy Referral Letter](#)

8. Management Services: An Ordinance Authorizing the Mayor to Enter Into a 3-Year Agreement with Microsoft for Microsoft Office 365

**Code:** LPW

**Attachments:** [Management Services: An Ordinance Authorizing the Mayor to Enter Into a 3-Year Agreement with Microsoft for Microsoft Office 365](#)  
[City of Mount Vernon - EA \(1\)](#)

9. Management Services: An Ordinance Amending Ordinance #14 from May 13, 2026 Council Session for BEI systems Due to Price Change in the Quote.

**Code:** LPW

**Attachments:** BEI Amendment Ordinance 14 Adopted May 13 2026  
BEI Quote QTRB101378 Ver 2  
BEI Quote QTRB101378 Ver 4

10. Department of Public Works: An Ordinance Authorizing a Transfer of Appropriated Funds to Support Future Financial Needs of Public Works and Cover Amounts Owed

**Code:** LPW

**Attachments:** [Department of Public Works: An Ordinance Authorizing a Transfer of Appropriated Funds to Support Future Financial Needs of Public Works and Cover Amounts Owed](#)

11. Department of Recreation: An Ordinance Authorizing the Department of Recreation to Co-Sponsor the Third Latino Festival at Hartley Park in Partnership with Miztili Culture Art & Music Inc. - (August 15, 2026 from 10:00 a.m. to 7:00 p.m.)

**Code:** LPW

**Attachments:** [2026 Third Latin Festival](#)  
[Approval Step SSD Approval](#)  
[Approval Step Fire Department](#)  
[Approval Step OEM Response](#)  
[Approval Step Public Works Approval](#)

12. City Council: A Resolution of the City Council of the City of Mount Vernon, New York, Honoring the Life and Legacy of Mother Carolyn P. Davis

**Code:** LPW

**Attachments:** [Carolyn P. Davis Resolution](#)

13. City Clerk: A Resolution Establishing the Standard Workdays and Reporting Guidelines for Elected and Appointed Officials

**Code:** LPW

**Attachments:** [Resolution Standard Work Day and ROA 2026](#)  
[AW](#)

14. City Council: An Ordinance Amending #4 from June 10, 2026 "An Ordinance Establishing An Annual City of Mount Vernon Observance and Celebration of Juneteenth".

**Code:** LPW

**Attachments:** [Juneteenth Observance referral letter UPDATE](#)  
[Juneteenth Legislation TMP2165.6.7.2026](#)

### **HUMAN RESOURCES**

15. Youth Bureau: An Ordinance to Retroactively Enact Legislation Authorizing the Mayor to Enter into a Municipal Agreement with the City of White Plains to Support the Grandpa's United Program

**Code:** HR

**Attachments:** [Youth Bureau: An Ordinance to Retroactively Enact Legislation Authorizing the Mayor to Enter into a Municipal Agreement with the City of White Plains to Support the Grandpa's United Program](#)

16. Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with the Westchester-Putnam Local Workforce Development Board to Allow the Mount Vernon Youth Bureau to Accept Funds for the WDAY Program.

**Code:** HR

**Attachments:** [Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with the Westchester-Putnam Local Workforce Development Board to Allow the Mount Vernon Youth Bureau to Accept Funds for the WDAY Program.](#)  
[Award Letter - WDAY](#)

17. Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with the New York State Office of Children and Family Services Allowing the Mount Vernon Youth Bureau to Accept Funds for the EmpowerMED Program.

**Code:** HR

**Attachments:** [Youth Bureau: An Ordinance Authorizing the Mayor to Enter into an Agreement with the New York State Office of Children and Family Services Allowing the Mount Vernon Youth Bureau to Accept Funds for the EmpowerMED Program.](#)  
[Award Letter- \\$20K EmpowerMED](#)

### **PUBLIC SAFETY AND CODES**

18. Fire Department: An Ordinance Authorizing the Mayor to Renew the Agreement with Alpine Software Corporation Inc. for the RedAlert Records Management System Software and Cloud Hosting Services for the Mount Vernon Fire Department

**Code:** PSC

**Attachments:** [Agenda Letter RedAlert - Cloud - 2026](#)

19. Department of Public Safety: An Ordinance of the City of Mount Vernon, New York, Establishing the Annual National Night Out Community Event and Designating its Observance in Perpetuity

**Code:** PSC

**Attachments:** [2026 NATIONAL NIGHT OUT](#)

20. City Council: Local Law No. \_\_ of 2026 - A Local Law Amending the Code of the City of Mount Vernon, Article I, Section 256 of the Vehicle and Traffic Law Establishing Penalties for Double Parking

**Code:** PSC

**Attachments:** [Local Law Vehicle and Traffic](#)

21. City Council: An Ordinance Amending Chapter 238 to Update the Membership Requirements of the Taxicab Commission

**Code:** PSC

**Attachments:** [City Council: An Ordinance Amending Chapter 238 to Update the Membership Requirements of the Taxicab Commission](#)

22. City Council: An Ordinance Amending Chapter 256 of the Municipal Code to Authorize a School Bus Stop-Arm Demonstration Program and Imposing Penalties for Violations

**Code:** PSC

**Attachments:** City Council: An Ordinance Amending Chapter 256 of the Municipal Code to Authorize a School Bus Stop-Arm Demonstration Program and Imposing Penalties for Violations

### **FINANCE AND PLANNING**

23. City Council: Local Law No. \_\_ of 2026 - A Local Law Amending Article XIII, §162 of the Charter of the City of Mount Vernon to Adjust the Tax Lien Sale Date deadline and Require Post-Sale Notice to Property Owners and Mortgagees by Tax Purchases

**Code:** FP

**Attachments:** [Local Law Tax Lien Sale Date Deadline](#)



**July 15, 2026**

**Mount Vernon City Council**  
City of Mount Vernon  
Mount Vernon, NY

**Re: Request for Legislation Authorizing Temporary Street Closure for the 9th Annual Wakanda Celebration**

Dear Honorable Members of the Mount Vernon City Council,

On behalf of the organizers of the **9th Annual Wakanda Celebration**, I respectfully request that the City Council adopt legislation authorizing the temporary closure of **Hawthorne Terrace between Lenox Avenue and Euclid Avenue**, together with the use of the associated public rights-of-way, for the **9th Annual Wakanda Celebration** to be held on **Saturday, September 12, 2026, from 12:00 p.m. to 8:00 p.m.**

The requested temporary street closure is necessary to provide a safe environment for attendees and event activities. We will continue to coordinate with the Mount Vernon Police Department, Fire Department, and all other appropriate City departments to ensure public safety, emergency access, and compliance with all applicable City requirements.

Enclosed is the event site diagram illustrating the requested street closure and the proposed use of the event area.

Thank you for your consideration of this request. We appreciate the City Council's time and look forward to your favorable consideration.

Respectfully submitted,

**Rose Luangisa**  
Founder, Wakanda Celebration  
914-720-7179  
[rose@luangisa.com](mailto:rose@luangisa.com)



City of Mount Vernon, NY

August 6, 2026

## Public Works Response

Record No. SEB-26-10

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Ryan Ulrich

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### Record No: SEB-26-10

Special Event Application

Status: Active

Submitted On: 7/20/2026

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### Primary Location

374 HAWTHORNE TERR  
Mount Vernon, NY 10552

### Owner

LUANGISA, ROSE & PETER &  
Hawthorne Terrace 374 Hawthorne Terrace Mount Vernon, New York 10552

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## Messages

**Ryan Ulrich** Internal

July 23, 2026 at 12:15 pm

Department will block off Hawthorne Terrace from Lenox Ave & Euclid  
Avenue No parking signs as needed



City of Mount Vernon, NY

August 6, 2026

## Fire Department Response

Record No. SEB-26-10

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Teddy Beale

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### Record No: SEB-26-10

Special Event Application

Status: Active

Submitted On: 7/20/2026

---

### Primary Location

374 HAWTHORNE TERR  
Mount Vernon, NY 10552

### Owner

LUANGISA, ROSE & PETER &  
Hawthorne Terrace 374 Hawthorne Terrace Mount Vernon, New York 10552

## Messages

**Teddy Beale**

July 29, 2026 at 5:16 pm

FDMV – Applicant shall contact the Fire Prevention Bureau to review the Fire Safety plan. 914-665-2611

[NY] 403.12.2 Public safety plan for gatherings. Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of or prescribe a public safety plan that provides an approved level of public safety and addresses the following items:

1. Emergency vehicle ingress and egress.
2. Fire protection.
3. Emergency egress or escape routes.
4. Emergency medical services.
5. Public assembly areas.
6. The directing of both attendees and vehicles, including the parking of vehicles.
7. Vendor and food concession distribution.
8. The need for the presence of law enforcement.
9. The need for fire and emergency medical services personnel.
10. The need for a weather monitoring person.

Part 18 of NYS Sanitary Code, Title 10 NYCRR,  
for public functions

403.12.3 Crowd managers. Where facilities or events involve a gathering of more than 500 people, crowd managers shall be provided in accordance with Sections 403.12.3.1 through 403.12.3.3.

403.12.3.1 Number of crowd managers. Not fewer than two trained crowd managers, and not fewer than one trained crowd manager for every 250 persons or portion thereof, shall be provided for the gathering

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**Rose Luangisa**

August 5, 2026 at 3:39 pm

Expected attendance will be no more than 450 people. Based on this anticipated attendance, the crowd manager requirements under Section 403.12.3 for gatherings of more than 500 people do not apply. However, in the interest of public safety, we will have three (3) crowd managers on-site throughout the event, as we do each year.

Food Vendors: At this time, we do not have any confirmed food vendors. Once food vendors are confirmed, we will upload their required Westchester County Department of Health permits and certificates through OpenGov. Parking: All attendees have been directed through our event announcements to utilize the free parking available at Traphagen School, 72 Lexington Avenue. Directing attendees to this designated parking area will help reduce traffic congestion around the event and ensure emergency access routes remain unobstructed.

Vendor Layout: As shown on the attached event layout, all vendors will be located along the Cross County wall on one side of the event area, leaving the opposite side completely open to maintain an unobstructed emergency access lane for fire apparatus, emergency vehicles, and first responders. Fire Hydrants & Emergency Access: All fire hydrants will remain fully accessible throughout the event. The hydrants are located on the side of the street where there will be no vendors or event activities, ensuring immediate access if needed. The attached layout also illustrates the vendor placement, emergency access corridor, and hydrant locations.

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**Teddy Beale**

August 5, 2026 at 4:38 pm

FDMV has no additional comments

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City of Mount Vernon, NY

August 6, 2026

## SSD Response and Recommendation

Record No. SEB-26-10

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Daniel DeBenedictis

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### Record No: SEB-26-10

Special Event Application

Status: Active

Submitted On: 7/20/2026

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### Primary Location

374 HAWTHORNE TERR  
Mount Vernon, NY 10552

### Owner

LUANGISA, ROSE & PETER &  
Hawthorne Terrace 374 Hawthorne Terrace Mount Vernon, New York 10552

## Messages

**Daniel DeBenedictis**  Internal

August 6, 2026 at 12:19 pm

After reviewing the application, it shows that no alcohol is to be served or sold and that additional residence has been notified and do not have an issue with the event. due to the street closures O I recommend approval of the event and recommend that the sector car and supervisor give special attention to the area and be authorized to hire overtime should the need arise. it should be noted that the application states that there will be no alcohol served or sold at the event and that they are expecting approx. 250 participants. I am recommending that 2 officers be hired on an overtime basis at the expense of the organizer and that the street supervisor be authorized to hire overtime should the need arise. also, the permits should not be issued until all the insurance and licensing requirements have been met

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City of Mount Vernon, NY

August 6, 2026

## OEM Review

Record No. SEB-26-10

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Michael Montes

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## Record No: SEB-26-10

Special Event Application

Status: Active

Submitted On: 7/20/2026

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### Primary Location

374 HAWTHORNE TERR  
Mount Vernon, NY 10552

### Owner

LUANGISA, ROSE & PETER &  
Hawthorne Terrace 374 Hawthorne Terrace Mount Vernon, New York 10552

## Messages

**Michael Montes**

August 6, 2026 at 1:34 pm

Subject: OEM Notification – No Objection

The Office of Emergency Management (OEM) has no objection to the proposed event taking place.

All public safety protocols must be strictly adhered to and remain in full compliance with all applicable City ordinances, as well as local and New York State laws and regulations.

Applicant shall ensure all necessary safety measures, permits, and operational guidelines are followed accordingly.

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Edward Fitchett  
FICHÉTTÉ  
Mount Vernon, NY

July 15, 2026

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

Re: Request for Legislative Approval for Temporary Street Closure and Use of Public Rights-of-Way – Flyest (Fashion) Night Out

Dear Members of the Mount Vernon City Council,

I respectfully request that the Mount Vernon City Council approve the temporary use of public streets and public rights-of-way for Flyest (Fashion) Night Out, a community fashion event scheduled to take place on Saturday, September 12, 2026, from 6:00 PM to 10:00 PM.

The proposed event location is Gramatan Avenue between Stevens Avenue/Fiske Place and Prospect Avenue in Mount Vernon, New York. We respectfully request legislative approval authorizing the temporary closure and use of this section of the public roadway and any adjacent public rights-of-way necessary to safely conduct the event.

Flyest (Fashion) Night Out is designed to celebrate fashion, creativity, and entrepreneurship while showcasing designers and brands from around the world, with a special spotlight on Westchester County's most talented fashion designers. The event aims to promote Mount Vernon as a destination for arts, culture, and innovation while supporting local businesses and fostering community engagement.

Planned activities include:

Outdoor Fashion Show  
Designer Showcases  
Professional Photography and Videography  
Content Creation  
Community Networking  
Media Coverage

To help minimize the impact on public transportation, we note that the last Bee-Line Route 52 bus scheduled to travel through the area departs at approximately 6:32 PM. We will coordinate with the appropriate City departments and transit officials to ensure that any

necessary accommodations are made before and during the event.

Public safety is our highest priority. We will maintain a clearly designated emergency access lane throughout the event, allowing emergency vehicles to pass quickly and unobstructed if needed. Event staff and volunteers will be assigned to immediately clear the access lane upon request from police, fire, or emergency medical personnel.

Additionally, we respectfully request the presence of Mount Vernon Auxiliary Police officers, if available, to assist with crowd management, public safety, and coordination throughout the event. We believe their presence would contribute significantly to the safe and orderly operation of this community gathering.

We are committed to working closely with the appropriate City departments, including the Mount Vernon Police Department, Fire Department, Department of Public Works, and any other agencies designated by the City, to ensure that all public safety, traffic management, sanitation, insurance, permitting, and emergency access requirements are fully satisfied.

A preliminary site diagram and event operations plan will accompany this request as part of the event application package.

We respectfully ask the Mount Vernon City Council to adopt the necessary legislation authorizing the temporary use of the requested public streets and rights-of-way for this event, subject to all applicable City regulations and permit requirements.

Thank you for your time, consideration, and continued support of community initiatives that promote economic development, arts, culture, and civic engagement within the City of Mount Vernon. I welcome the opportunity to answer any questions or provide additional information as needed.

Respectfully submitted,

Edward Fitchett  
Event Organizer  
Flyest (Fashion) Night Out  
FICHÉTTE

**Record No: SEB-26-11**

Special Event Application

Status: Active

Submitted On: 7/21/2026

**Primary Location**2-4 Stevens Ave, Mount Vernon, New York,  
10550 - 5-15 Gramatan Ave, Mount Vernon,  
New York, 10550 (Segment)**Owner**

No owner information

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

Business / Organization

Applying Organization / Business Name\*

FICHETTE

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

7 Gramatan Ave, Mt.Vernon, NY, 10550

Applicant's Daytime Phone Number\*

Organization/Business Main Contact Person\*

Edward Fichette

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**Event Information**

Event Name\*

Fashion Night Out

Event Sponsor

FICHETTE

Event Date\*

09/12/2026

Rain Date ?

09/19/2026

**Event Location\***

Gramatan Ave., bet. Stevens Ave & E. Prospect Ave.

**Start Time (e.g. 10 AM)\***

6PM

**End Time (e.g. 7 PM)\***

10PM

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

Gramatan Ave., bet. Stevens Ave & E. Prospect Ave.

**Number of Expected Attendees\***

150

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**Event Information****Event details. \***

**FashionNight Out** is an outdoor fashion and cultural event that showcases designers and brands from around the world while spotlighting Westchester County's most talented fashion creatives. The event features live runway presentations, professional photography and videography, content creation, and community engagement, creating a vibrant platform that celebrates fashion, creativity, entrepreneurship, and the arts in the City of Mount Vernon, including all of Westchester and NYC.

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## 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?\*

NO

Are you requesting to use Private Security?\* ?

NO

Will liquor be served? If liquor will be served you will be required to provide a copy of your NY SLA One Day Alcohol Event Permit. \*

☒

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## Additional Notes/Requests

### Additional Information

We will have FOI (Fruit of Islam) security on duty but an official police car or 2 is ok if you see fit.

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# 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. I also, acknowledge that I have read and understand the application instructions.\*

 Edward Fitchett  
Jul 17, 2026

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## City Clerk's Office ONLY

Amount of Insurance Required 

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Number of Days Until the Event 

—



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

EVENT NAME & DATE: Fashion Night Out  
EVENT SPONSOR: FICHETTE

### 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)

|                                                  |                        |
|--------------------------------------------------|------------------------|
| <b>Print Name:</b>                               | <u>Edward Fitchett</u> |
| <b>Authorized Officer Title (if applicable):</b> |                        |
| <b>Signature:</b>                                | <u>Ed. Fitchett</u>    |

State of New York ss.:  
County of Westchester

On the 17 day of July in the year 26, before me, the undersigned, personally appeared Edward Fitchett, 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) 17<sup>th</sup> day of July, 20 26  
Print Name: Fredrick Smith  
Signature: Fredrick Smith  
Qualified in Westchester County Commission Expires: 12.11.2026

effective: April 1, 2025

FREDRICK SMITH  
Notary Public, State of New York  
No. 01SM6052021  
Qualified in Westchester County  
Commission Expires 12.11.2026

# FICHETTE

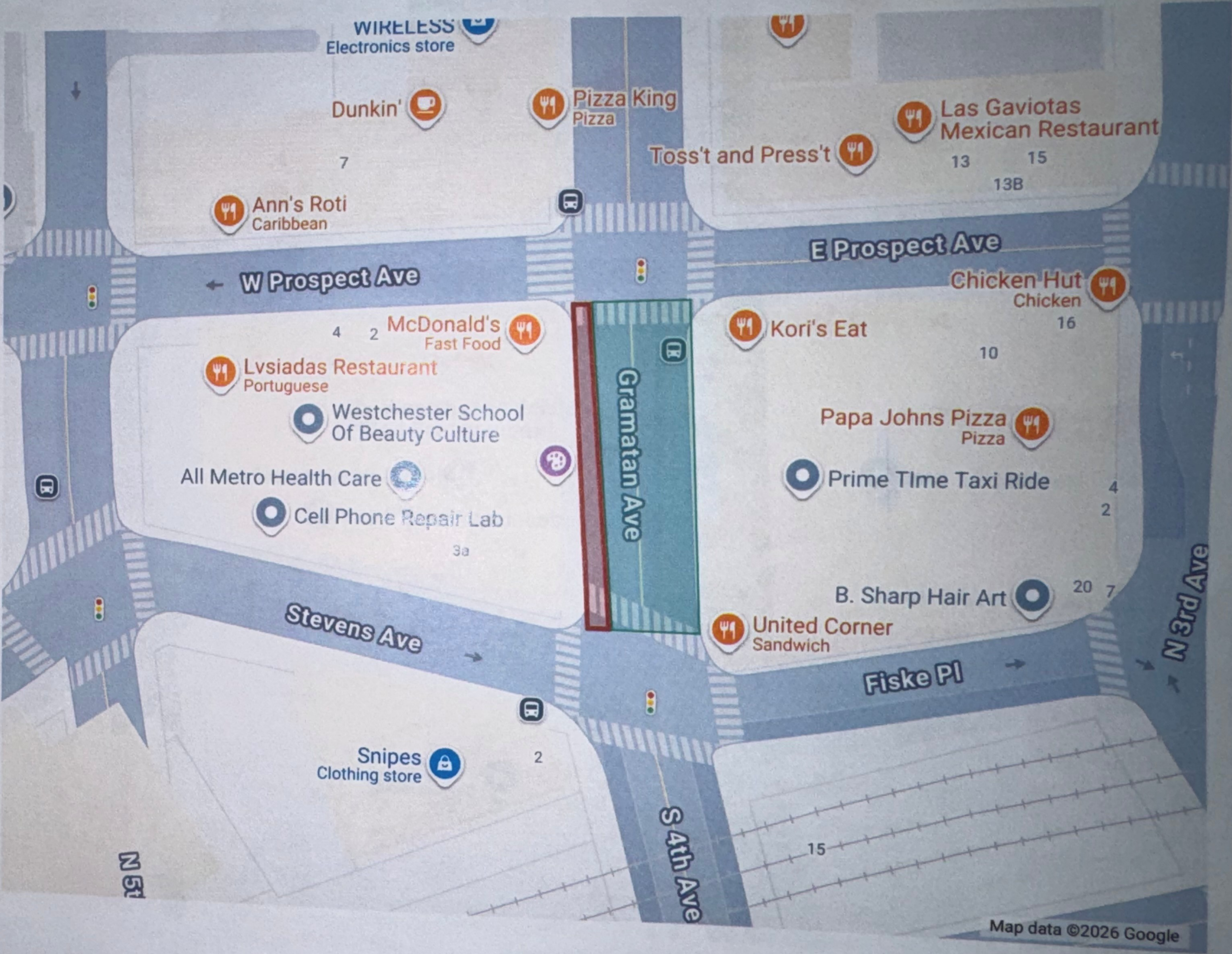
Fashion Show



Emergency Access Area



Fashion Show





City of Mount Vernon, NY

July 29, 2026

## Public Works Response

Record No. SEB-26-11

**Status** Completed**Became Active** July 23, 2026**Type** Approval**Due Date** None**Assignee** Ryan Ulrich

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### Record No: SEB-26-11

Special Event Application

Status: Active

Submitted On: 7/21/2026

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### Primary Location

2-4 Stevens Ave, Mount Vernon, New York, 10550 – 5-15 Gramatan Ave,  
Mount Vernon, New York, 10550 (Segment)

### Owner

No owner information

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## Messages

**Ryan Ulrich** Internal

July 23, 2026 at 12:01 pm

DPW staff to block off btw Stevens Ave & E. Prospect Ave. and issue no park  
signs on left hand side

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City of Mount Vernon, NY

July 29, 2026

## OEM Review

Record No. SEB-26-11

**Status** Completed**Became Active** July 23, 2026**Type** Approval**Due Date** None**Assignee** Michael Montes

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## Record No: SEB-26-11

Special Event Application

Status: Active

Submitted On: 7/21/2026

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## Primary Location

2-4 Stevens Ave, Mount Vernon, New York, 10550 – 5-15 Gramatan Ave,  
Mount Vernon, New York, 10550 (Segment)

## Owner

No owner information

## Messages

**Michael Montes**

July 27, 2026 at 2:24 pm

The Office of Emergency Management (OEM) has no objection to this event taking place.

All public safety protocols must be strictly adhered to and remain in full compliance with all applicable city ordinances, as well as local and state laws.

Please ensure all necessary measures are implemented to maintain the safety and well-being of all participants and attendees.

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City of Mount Vernon, NY

July 31, 2026

## Fire Department Response

Record No. SEB-26-11

Status Completed

Became Active July 23, 2026

Type Approval

Due Date None

Assignee Teddy Beale

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### Record No: SEB-26-11

Special Event Application

Status: Active

Submitted On: 7/21/2026

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### Primary Location

2-4 Stevens Ave, Mount Vernon, New York, 10550 – 5-15 Gramatan Ave,  
Mount Vernon, New York, 10550 (Segment)

### Owner

No owner information

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## Messages

Teddy Beale

July 29, 2026 at 4:36 pm

FDMV has no objections; the organizer spoke with FPB staff and will keep one lane open for access. Street will be closed at both Fiske Place and Prospect Av from approx. 5 pm to 11 pm

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City of Mount Vernon, NY

August 6, 2026

## SSD Response and Recommendation

Record No. SEB-26-11

**Status** Completed**Became Active** July 23, 2026**Type** Approval**Due Date** None**Assignee** Daniel DeBenedictis

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### Record No: SEB-26-11

Special Event Application

Status: Active

Submitted On: 7/21/2026

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### Primary Location

2-4 Stevens Ave, Mount Vernon, New York, 10550 – 5-15 Gramatan Ave,  
Mount Vernon, New York, 10550 (Segment)

### Owner

No owner information

## Messages

**Daniel DeBenedictis**  Internal

August 6, 2026 at 2:28 pm

After reviewing the application, it is my understanding that one lane on Gramatan Ave will be closed to south bound traffic from Fiske to prospect. I recommend 2 officers be hired on an overtime basis to assist with the traffic control for the duration of the event at the cost of the organizer and that the supervisor be authorized to hire overtime if the need arises. I further request that the surrounding businesses be notified via certified mail and that sound permits and liquor licenses be acquired as needed. Upon approval of the City Council the permit should only be granted if all license and insurance requirements have been met.

---

Aseya Floyd  
Secretary, TBDS, Inc.  
252 South 10<sup>th</sup> Ave, # 1FI  
Mount Vernon, NY 10550

July 15<sup>th</sup>, 2026

City of Mount Vernon  
1 Roosevelt Square  
Mount Vernon, NY

**To whom it may concern**

Dear Sir/Madam:

We are kindly requesting to have street closure for a block party application.

This year Labor Day falls on Monday September 7<sup>th</sup>. Our celebration will on from September 5<sup>th</sup> and September 6<sup>th</sup> fom 10am to 10pm. We are therefore submitting this letter as a formal request to have Eastchester Lane between 10<sup>th</sup> and 11<sup>th</sup> Avenues closed for September 5<sup>th</sup> and 6<sup>th</sup> . The purpose is to allow children in our congregation as well as children from the neighborhood access to a traffic free street where they can play during our celebrations. We expect a maximum of 75 attendees.

We hope that the City will once again approve our request. The required insurance declaration is attached.

**Record No: SEB-26-9**

Special Event Application

Status: Active

Submitted On: 7/15/2026

**Primary Location**252 TENTH AV ,S  
Mount Vernon, NY 10550**Owner**Tariqa Burhaniya D'Suqiya Shazuliya  
South 10th ave 252 S 10th Ave # 1f Mount  
Vernon, NY 10550

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

Business / Organization

Applying Organization / Business Name\*

Tariqa Burhaniya Disuqiyya Shazzauliya

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

252 south 10th ave mount vernon New York 10550

Applicant's Daytime Phone Number\*

Organization/Business Main Contact Person\*

Aseya Floyd

---

**Event Information**

Event Name\*

Hauliyah

Event Sponsor

Tariqa Burhaniya Disuqqiya Shazzuliya

Event Date\*

09/05/2026

Rain Date ?

09/05/2026

**Event Location\***

252 south 10th ave mount veron New York 10550

**Start Time (e.g. 10 AM)\***

10 AM

**End Time (e.g. 7 PM)\***

10 PM

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

On Eastchester lane between , South 10th ave and South 11th ave

**Number of Expected Attendees\***

75

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**Event Information****Event details. \***

A Block Party

---

**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?\*

NO

Are you requesting to use Private Security?\* ?

NO

Will liquor be served? If liquor will be served you will be required to provide a copy of your NY SLA One Day Alcohol Event Permit. \*

☐

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## Additional Notes/Requests

Additional Information

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## 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. I also, acknowledge that I have read and understand the application instructions.\*

✓ Aseya S Floyd  
Jun 15, 2026

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## City Clerk's Office ONLY

Amount of Insurance Required 

—

Number of Days Until the Event 

—



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

EVENT NAME & DATE: \_\_\_\_\_

EVENT SPONSOR: Tariga Burhaniyya Disugiya Shazzuliya

### 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)

|                                                                   |
|-------------------------------------------------------------------|
| <b>Print Name:</b> <u>Aseya Floyd</u>                             |
| <b>Authorized Officer Title (if applicable):</b> <u>Secretary</u> |
| <b>Signature:</b> <u>Aseya Floyd</u>                              |

State of New York ss.:  
County of Westchester

On the 26<sup>th</sup> day of June in the year 2026, before me, the undersigned, personally appeared ASEYA FLOYD, 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.

Notary Public/Commissioner of Deeds:

Subscribed and sworn/affirmed before me this) 26<sup>th</sup> day of June, 2026

Print Name: Janay Johnson

Signature: [Signature]

Qualified in State of New York County Westchester Commission Expires: 05/15/2027

effective: April 1, 2025

JANAY JOHNSON  
NOTARY PUBLIC  
STATE OF NEW YORK  
COMMISSION #01JO0007653  
EXPIRES 05.15.27

[Signature]



City of Mount Vernon, NY

July 29, 2026

## SSD Response and Recommendation

Record No. SEB-26-9

**Status** Completed**Became Active** July 20, 2026**Type** Approval**Due Date** None**Assignee** Daniel DeBenedictis

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### Record No: SEB-26-9

Special Event Application

Status: Active

Submitted On: 7/15/2026

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### Primary Location

252 TENTH AV ,S  
Mount Vernon, NY 10550

### Owner

Tariqa Burhaniya D'Suqiya Shazuliya  
South 10th ave 252 S 10th Ave # 1f Mount Vernon, NY 10550

## Messages

**Daniel DeBenedictis**  Internal

July 22, 2026 at 12:41 pm

The undersigned has reviewed the attached application for the event "Hauliyah". The event is scheduled for Saturday September 5th, 2026. The organizer has requested the closure of Eastchester Lane between S 10th Ave and S 11th ave. They are expecting approximately 75 attendees.

The application states that there will be no alcohol sold at the event.

The Department of Public Safety has no objection to this event. The undersigned recommends that the sector car and supervisor give special attention to the area and be authorized to hire overtime should the need arise at the expense of the organizer and that all permits and insurances are acquired prior to approval of said event.

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City of Mount Vernon, NY

July 29, 2026

## Public Works Response

Record No. SEB-26-9

Status Completed

Became Active July 20, 2026

Type Approval

Due Date None

Assignee Ryan Ulrich

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### Record No: SEB-26-9

Special Event Application

Status: Active

Submitted On: 7/15/2026

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### Primary Location

252 TENTH AV ,S  
Mount Vernon, NY 10550

### Owner

Tariqa Burhaniya D'Suqiya Shazuliya  
South 10th ave 252 S 10th Ave # 1f Mount Vernon, NY 10550

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## Messages

Ryan Ulrich Internal

July 23, 2026 at 12:13 pm

**DPW to block 252 south 10th ave Mount Vernon New York 10550. No  
parking signs set up as needed**

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City of Mount Vernon, NY

July 29, 2026

## Fire Department Response

Record No. SEB-26-9

Status Completed

Became Active July 20, 2026

Type Approval

Due Date None

Assignee Teddy Beale

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### Record No: SEB-26-9

Special Event Application

Status: Active

Submitted On: 7/15/2026

---

### Primary Location

252 TENTH AV ,S  
Mount Vernon, NY 10550

### Owner

Tariqa Burhaniya D'Suqiya Shazuliya  
South 10th ave 252 S 10th Ave # 1f Mount Vernon, NY 10550

---

## Messages

Teddy Beale

July 21, 2026 at 10:53 am

FDMV has no objections to the event or street closure of Eastchester Lane

Aseya Floyd

July 27, 2026 at 5:42 pm

The street would be blocked off september 5-6th 2026. Which is labor day weekend.



City of Mount Vernon, NY

July 29, 2026

## OEM Review

Record No. SEB-26-9

**Status** Completed**Became Active** July 20, 2026**Type** Approval**Due Date** None**Assignee** Michael Montes

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## Record No: SEB-26-9

Special Event Application

Status: Active

Submitted On: 7/15/2026

---

### Primary Location

252 TENTH AV ,S  
Mount Vernon, NY 10550

### Owner

Tariqa Burhaniya D'Suqiya Shazuliya  
South 10th ave 252 S 10th Ave # 1f Mount Vernon, NY 10550

## Messages

**Michael Montes**

July 27, 2026 at 2:47 pm

The Office of Emergency Management (OEM) has no objection to this event taking place.

All public safety protocols must be strictly adhered to and remain in full compliance with all applicable city ordinances, as well as local and state laws.

Please ensure all necessary safety measures are implemented to maintain the safety and well-being of all participants and attendees.

---

**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 respectfully request permission to hold our annual community memorial fundraiser, **Frenchy Day**, on **Saturday, September 26, 2026**, at **226 South Fourth Avenue** in Mount Vernon, New York.

Frenchy Day is a nonprofit community event held in memory of **Michael "Frenchy" Bonéy**, whose life and legacy continue to bring together family, friends, riders, local businesses, civil service members, and community supporters. The event is dedicated to celebrating Michael's memory while strengthening the bonds within our community and raising funds to support charitable and community-focused initiatives.

We are requesting a temporary street closure in front of **226 South Fourth Avenue** from **11:00 a.m. until 8:00 p.m.** to safely accommodate attendees and event activities. The event will include a small number of tents located directly in front of the property, music, raffles, food, and other family-friendly activities. We anticipate approximately **150 to 200 attendees** throughout the day.

This year's event marks the **third annual Frenchy Day**. Previous events have been held safely and successfully with the support of volunteers, local businesses, and the community. Volunteers will be present throughout the day to assist with setup, traffic guidance within the event area, attendee safety, and complete cleanup following the event. Multiple civil service members will also be in attendance, and all impacted neighbors and businesses will be notified in advance. We are committed to complying with all requirements established by the City of Mount Vernon to ensure a safe, organized, and respectful event.

Frenchy Day has become a meaningful annual tradition that honors Michael's memory while bringing our community together in remembrance, fellowship, and service. We respectfully request the City Council's approval of our application and appreciate your consideration of this request.

Thank you for your time and continued support of community events within the City of Mount Vernon. We look forward to another safe and successful event.

**Respectfully submitted,**

**Melissa Cardany**

Frenchy Day Committee

[REDACTED]  
[REDACTED]

**Record No: SEB-26-12**

Special Event Application

Status: Active

Submitted On: 7/22/2026

**Primary Location**226 FOURTH AV ,S  
Mount Vernon, NY 10550**Owner**MVP REALTY ASSOC., LLC  
Fourth Ave South 226 Mount Vernon, NY  
10550

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

Individual

Applicant's First Name\*

Melissa

Applicant's Last Name\*

Cardany

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

Applicant's Daytime Phone Number\*

---

**Event Information**

Event Name\*

Frenchy Day

Event Sponsor

Melissa Cardany

**Event Date\***

09/26/2026

**Rain Date ?**

10/03/2026

**Event Location\***

226 Fourth Ave South, Mount Vernon, NY 10550

**Start Time (e.g. 10 AM)\***

11am

**End Time (e.g. 7 PM)\***

8pm

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

4th Avenue, between East 4th Street and West 3rd Street

**Number of Expected Attendees\***

150

## Event Information

### Event details. \*

Frenchy Day is an annual nonprofit community fundraiser and memorial event honoring Michael "Frenchy" Bonéy, a beloved member of the New York motorcycle community who passed away in 2023. The event brings together family, friends, riders, and neighbors to celebrate Michael's life, legacy, and impact.

The day will include raffles, music, food donated by local businesses, and family-friendly activities. We expect approximately 150–200 attendees throughout the day. Volunteers will handle setup, safety, and full cleanup, and all necessary insurance and documentation will be provided.

---

## Special Accommodations (Check all necessary for your event)

### Parking Control ?



### Sound Amplification Equipment ?



### Use of Open Flame ?



### Stage, Tent, or Canopy ?



Please give us the size/dimensions of the tent or canopy.

10x10

Will you be having any vendors at your event?\*

NO

### Are you requesting to use Private Security?\*

NO

Will liquor be served? If liquor will be served you will be required to provide a copy of your NY SLA One Day Alcohol Event Permit. \*



## Additional Notes/Requests

### Additional Information

We are committed to ensuring a safe and respectful event. Volunteers will be on-site throughout the day to assist with setup, safety, and complete cleanup of the area. Multiple civil service members will also be in attendance, further supporting a safe and positive environment. All impacted neighbors and businesses are being notified in advance, and we will provide any additional documentation the City may require. We greatly appreciate the City's support in making this community memorial possible.

---

### 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. I also, acknowledge that I have read and understand the application instructions.\*

✓ Melissa Cardany  
May 24, 2026

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### City Clerk's Office ONLY

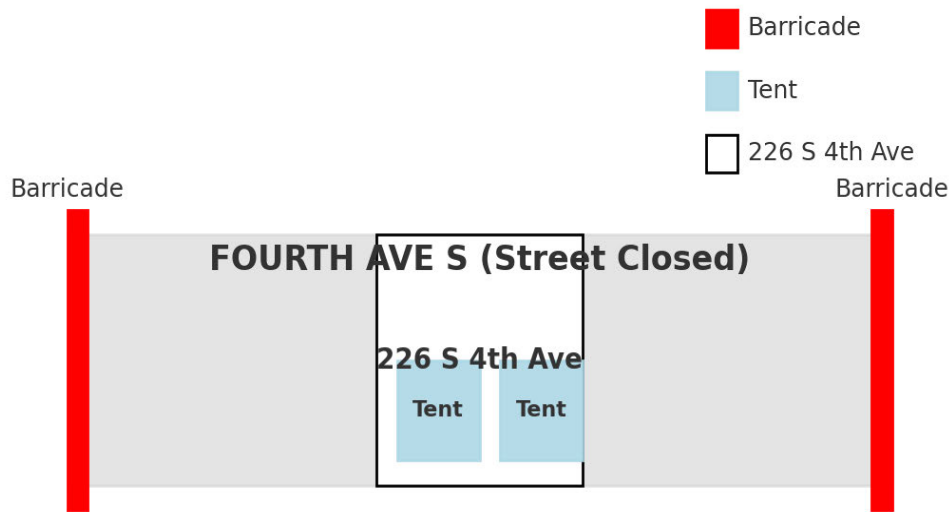
Amount of Insurance Required 

—

Number of Days Until the Event 

—

## Site Map – Frenchy Day Street Closure & Tent Placement (226 S 4th Ave)





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

EVENT NAME & DATE: Frenchy Day - September 29, 2026

EVENT SPONSOR: Melissa Cardany

#### 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: Melissa Cardany

Authorized Officer Title (if applicable):

Signature: [Signature]

State of New York ss.:  
County of Bronx

On the 17<sup>th</sup> day of July in the year 2026 before me, the undersigned, personally appeared Melissa Cardany, 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.

Notary Public/Commissioner of Deeds:

Subscribed and sworn/affirmed before me this) 17<sup>th</sup> day of July, 2026

Print Name: Anny Yulissa Pichardo Rodriguez

Signature: [Signature]

Qualified in Bronx County Commission Expires: 11/20/2028

effective: April 1, 2025

ANNY YULISSA PICHARDO RODRIGUEZ  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01PI0031216  
Qualified in Bronx County  
My Commission Expires 11-20-2028



City of Mount Vernon, NY

July 29, 2026

## OEM Review

Record No. SEB-26-12

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Michael Montes

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## Record No: SEB-26-12

Special Event Application

Status: Active

Submitted On: 7/22/2026

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### Primary Location

226 FOURTH AV ,S  
Mount Vernon, NY 10550

### Owner

MVP REALTY ASSOC., LLC  
Fourth Ave South 226 Mount Vernon, NY 10550

## Messages

**Michael Montes**

July 27, 2026 at 2:30 pm

The Office of Emergency Management (OEM) has no objection to this event taking place.

All public safety protocols must be strictly adhered to and remain in full compliance with all applicable city ordinances, as well as local and state laws.

Please ensure all necessary safety measures are implemented to maintain the safety and well-being of all participants and attendees.

---



City of Mount Vernon, NY

August 6, 2026

## Public Works Response

Record No. SEB-26-12

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Ryan Ulrich

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### Record No: SEB-26-12

Special Event Application

Status: Active

Submitted On: 7/22/2026

---

### Primary Location

226 FOURTH AV ,S  
Mount Vernon, NY 10550

### Owner

MVP REALTY ASSOC., LLC  
Fourth Ave South 226 Mount Vernon, NY 10550

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## Messages

**Ryan Ulrich** Internal

July 23, 2026 at 12:11 pm

DPW to block off 4th Avenue, between East 4th Street and West 3rd Street.  
No parking signs as needed



City of Mount Vernon, NY

August 6, 2026

## Fire Department Response

Record No. SEB-26-12

**Status** Active**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Teddy Beale

---

### Record No: SEB-26-12

Special Event Application

Status: Active

Submitted On: 7/22/2026

---

### Primary Location

226 FOURTH AV ,S  
Mount Vernon, NY 10550

### Owner

MVP REALTY ASSOC., LLC  
Fourth Ave South 226 Mount Vernon, NY 10550

## Messages

**Teddy Beale**

August 4, 2026 at 10:10 am

FDMV – Applicant shall contact the Fire Prevention Bureau to review the Fire Safety plan. 914-665-2611

[NY] 403.12.2 Public safety plan for gatherings. Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of or prescribe a public safety plan that provides an approved level of public safety and addresses the following items:

1. Emergency vehicle ingress and egress.
2. Fire protection.
3. Emergency egress or escape routes.
4. Emergency medical services.
5. Public assembly areas.
6. The directing of both attendees and vehicles, including the parking of vehicles.
7. Vendor and food concession distribution.
8. The need for the presence of law enforcement.
9. The need for fire and emergency medical services personnel.
10. The need for a weather monitoring person.

Part 18 of NYS Sanitary Code, Title 10 NYCRR,  
for public functions

403.12.3 Crowd managers. Where facilities or events involve a gathering of more than 500 people, crowd managers shall be provided in accordance with Sections 403.12.3.1 through 403.12.3.3.

403.12.3.1 Number of crowd managers. Not fewer than two trained crowd managers, and not fewer than one trained crowd manager for every 250 persons or portion thereof, shall be provided for the gathering

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City of Mount Vernon, NY

August 6, 2026

## SSD Response and Recommendation

Record No. SEB-26-12

**Status** Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Daniel DeBenedictis

---

### Record No: SEB-26-12

Special Event Application

Status: Active

Submitted On: 7/22/2026

---

### Primary Location

226 FOURTH AV ,S  
Mount Vernon, NY 10550

### Owner

MVP REALTY ASSOC., LLC  
Fourth Ave South 226 Mount Vernon, NY 10550

## Messages

**Daniel DeBenedictis**  Internal

August 6, 2026 at 2:35 pm

After reviewing the application, it is my understanding is that the organizer is requesting the closure of 4th ave between 3rd st and 4th st. I recommend 2 officers be hired on an overtime basis to assist with the traffic control for the duration of the event at the cost of the organizer and that the supervisor be authorized to hire overtime if the need arises. I further request that the surrounding businesses be notified via certified mail and that sound permits and liquor licenses be acquired as needed. Upon approval of the City Council the permit should only be granted if all license and insurance requirements have been met.

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## 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

**JUAN PEREZ**  
*Commissioner Management Services*

July 15, 2026

VIA EMAIL:

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

RE: Request for Approval to enter into Addendum No. 1 to the SaaS Agreement with **Sunlight Technologies, Inc. (dba “Readyly”)** and make payment for a two-year renewal of the City’s AI (Artificial Intelligence) platform. FOR APPROVAL AT THE August 12, 2026 CITY COUNCIL MEETING

Honorable Councilmembers:

The Department of Management Services requests that the City Council adopt an Ordinance authorizing the City to enter into Addendum No. 1 to the SaaS Agreement with Sunlight Technologies (Readyly) and make payments to Readyly. This Addendum extends the City’s AI platform for a two-year period, transitioning the service from a pilot program to full production.

In March 2025, the City Council approved a 12-month pilot program with Readyly for an AI-based tool that integrates with our OpenGov platform, offering multilingual AI chatbots, voice-based agents, email response agents, and advanced analytics. Addendum No. 1 extends that Agreement for an additional two-year period starting June 1, 2026, and ending on May 31, 2028.

### **Pilot Results**

As reported by Readyly, during the pilot year, the platform delivered:

1. 5,551 resident sessions, with 14,403 queries answered
2. A 98.89% first-contact resolution rate, with routine questions resolved without staff escalation
3. An estimated \$17,800 in staff-time savings for the pilot year (Readyly’s call-deflection-adjusted estimate)

The renewal will offer

- Ongoing 24/7 multilingual AI chat and search for residents
- Voice AI for public-facing calls, launching on the Buildings Department support lines.
- City Clerk chat workflows for marriage license and passport appointments
- Expansion of Voice AI to public works and other public-facing call queues over time
- Readyly handles ongoing analytics, monitoring, configuration, and content updates.



## CITY OF MOUNT VERNON, N.Y.

Mayor Office

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**SHAWYN PATTERSON-HOWARD, MPA**

*Mayor*

City Hall, One Roosevelt Square

Mount Vernon, NY, 10550

(914) 665-2362 – Fax: (914) 665-6173

**JUAN PEREZ**

*Commissioner Management Services*

Under Addendum No. 1, the cost is \$28,000 for the first year (June 1, 2026, through May 31, 2027), including 80,000 interaction units, and \$33,600 for the second year (June 1, 2027, through May 31, 2028), including 96,000 interaction units, for a total two-year cost of \$61,600. There is no additional onboarding fee. One interaction unit equals one digital session or one phone transfer, and two interaction units equal one AI-handled voice call. Usage above the included interaction units will be billed at \$0.35 per interaction unit, and unused units expire at the end of the applicable contract year and do not roll over.



## 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

**JUAN PEREZ**  
*Commissioner Management Services*

### Contract Summary:

- **Contract Value:** \$61,600 (\$28,000 Year 1; \$33,600 Year 2)
- **Duration:** 24 months (June 1, 2026 – May 31, 2028)
- **Key Deliverables:**
  - 24/7 multilingual AI chat and search for residents
  - AI-powered voice support (Voice AI) for public call lines, beginning with the Buildings Department.
  - City Clerk marriage license and passport appointment chat workflows
  - 80,000 interaction units in Year 1 and 96,000 interaction units in Year 2; additional usage charged at \$0.35 per unit.
  - Readyly provides analytics, monitoring, configuration, content updates, and technical support.

### Funding Sources

Associated costs will be covered under the following budget code:

- Management Services – A1680.216 – Year 1 (June 1, 2026 – May 31, 2027) - \$28,000
- Management Services – A1680.216 – Year 2 (June 1, 2027 – May 31, 2028) - \$33,600
- Total – \$61,600

The pilot showed strong resident support and clear value for the city. This renewal moves the service into full operation, adds phone support to the existing web chat, and maintains the \$0.35 per-unit rate for the entire two-year period, all while ensuring a controlled and carefully monitored use of AI-based technologies for the city overall.

I am available for further discussion and prepared to provide any additional documentation needed to support the approval process.

Thank you for considering this request. We appreciate your approval.

Sincerely,  
Juan Perez

Commissioner Management Services

cc: Mayors Office, Comptroller



# City of Mount Vernon

*New York*

**72,000**

Residents  
Served

**2 Years**

Renewal  
Period

**200+**

Languages  
Included

**\$0.39**

Year 1 Per  
Resident

24/7 Citizen Support • AI Search • Voice AI • Serving All Departments

RENEWAL YEAR 1 — FY 2026-27

**\$28,000**

80,000 interaction units

\$0.39/resident • \$0.35/unit

*Covers projected voice + digital*

RENEWAL YEAR 2 — FY 2027-28

**\$33,600**

96,000 interaction units

20% buffer • \$0.35/unit locked

*Sized for Voice AI adoption growth*

# Year 1: By the Numbers



**5,551**

## Total Sessions

Mount Vernon residents used Readyly thousands of times in Year 1.



**14,403**

## Queries Answered

Residents asked nearly 14,000 questions – well beyond basic navigation.



**98.89%**

## First Contact Resolution

Routine questions resolved without requiring staff escalation.



**~\$17,800**

## Estimated Year 1 Savings

Deflection-adjusted estimate across complex and easy sessions. See ROI slides for methodology.



**92.6%**

## Query Coverage

Based on 1,064 query gaps where residents need better information or system unable to answer.



**2.62**

## Queries Per Session

Residents use Readyly for multiple questions each visit.

# ROI Estimate: Building Department

Based on Mount Vernon's 2025 adopted budget and Year 1 platform usage data.

## Staff Cost Basis

Building Secretary salary

**\$60,000 / yr**

Fringe load

**67.6%**

Fully loaded cost

**\$100,560 / yr**

Hourly rate

**\$48.35 / hr**

Per-minute rate

**\$0.81 / min**

## Cost Per Call Type

### Easy Call

3-5 minutes (using 5 min)\*

$\$0.81 \times 5 \text{ min} =$

**\$4.03**  
per call

### Complex Call

~10 minutes average\*

$\$0.81 \times 10 \text{ min} =$

**\$8.06**  
per call

\*As estimated by Building Department staff

## Identified Complex Sessions in Year 1 Digital Data

Code-related queries

**327 sessions**

OpenGov queries

**328 sessions**

Submit a complaint

**438 sessions**

1,093 complex sessions  $\times$  \$8.06 = **\$8,810 in staff time saved**

*Digital channels only — before Voice AI goes live. Continued on next slide.*

**Note:** Building dept sessions estimated at ~869 based on topic distribution (15.65% of 5,551). The 1,093 complex sessions above span related topics across departments and may overlap. We are confident in 1,093 as a floor for complex digital query volume.

# Year 1 Value Delivered: Full Platform

Carrying forward the building department analysis to estimate total staff time savings across all Year 1 sessions. Same salary basis applied across departments as a conservative proxy.

Carried forward from Building Dept analysis

$$1,093 \text{ complex sessions} \times \$8.06 = \mathbf{\$8,810}$$

## Easy Sessions — Deflection-Adjusted

| Remaining sessions        |   | Deflection rate                                  |   | Deflected sessions  |   | Value per session                                         |
|---------------------------|---|--------------------------------------------------|---|---------------------|---|-----------------------------------------------------------|
| <b>~4,450</b>             | × | <b>50%</b>                                       | × | <b>2,225</b>        | = | <b>\$4.03</b>                                             |
| Total minus 1,093 complex |   | 40-60% industry range for government AI chatbots |   | $4,450 \times 50\%$ |   | $5 \text{ min} \times \$0.81/\text{min}$ (easy call rate) |

$$2,225 \text{ deflected sessions} \times \$4.03 = \mathbf{\$8,967}$$

$$\mathbf{\$8,810 + \$8,967 = \sim \$17,800}$$

estimated Year 1 staff time saved

**Key assumptions:** Building Secretary salary (\$60K) used as a proxy across departments. Fringe load of 67.6% from 2025 adopted budget. Complex sessions deflected at 100% (these would almost certainly have become calls). Easy sessions deflected at 50%, reflecting the 40-60% industry range for government AI chatbots — acknowledging that some residents may have found the information online anyway.

**Voice AI not yet included in this estimate.** This analysis covers digital sessions only. Once Voice AI goes live, call deflection savings are expected to significantly exceed the digital baseline — based on 43,440 projected annual voice calls across Public Works, Buildings, and City Clerk.

# Year 1: Top Resident Topics



*Resident demand is concentrated around routine, high-volume service questions — a strong signal for expanding AI support from web-based chat into phone-based service.*

# Why Readyly, Year 2



## Proven Year 1 Adoption

Mount Vernon residents have already used Readyly for 5,551 sessions and 14,403 queries. The platform is a working part of the City's digital service model.



## Voice AI Included

Year 2 adds significant Voice AI capacity, letting the City reduce routine call burden while giving residents 24/7 support across phone, chat, and search.



## Public-Facing Call Relief

April call-volume data shows meaningful demand across Public Works, Buildings, and City Clerk. Readyly can absorb routine calls before they reach staff.



## Minimal City Burden

Readyly handles configuration, content updates, workflow tuning, analytics, and ongoing monitoring. City staff do not need to manage the AI system directly.



## Live Analytics

The dashboard gives the City visibility into resident questions, service trends, gaps, and emerging demand across departments in real time.



## Secure, Government-Ready

Readyly is designed for local government with strong privacy, security, accessibility, and data governance practices built in from day one.

# Year 2 Roadmap



## Voice AI for Public-Facing Calls

Year 2 expands Readyly beyond digital sessions into AI-handled phone support. Residents can call supported city lines and get answers for routine questions, with routing and escalation available where needed.



## Support Lines as the Initial Routing Baseline

Commissioner Perez recommended starting with the Support lines as the initial AI-serviced call path. These lines are the cleanest starting point for deployment and routing.



## Broader Public-Facing Capacity

While Support lines are the starting baseline, the system is sized around broader demand across Public Works, Buildings, and City Clerk. Over time, more direct staff calls are expected to migrate into AI-supported central queues.



## Ongoing Analytics and Gap Review

Readyly will continue monitoring top questions, gaps, unresolved sessions, and department-level demand so Mount Vernon can improve content, routing, and service coverage over time.

# Capacity Planning

Not an exact accounting — sized to cover current demand, expected migration into AI-supported queues, and a buffer for adoption growth.

| Department   | Queue / Entry            | April Inbound | Annualized    |
|--------------|--------------------------|---------------|---------------|
| Buildings    | Overflow                 | 808           | 9,696         |
| Public Works | Complaints DPW / Support | 701           | 8,412         |
| Buildings    | Permit                   | 540           | 6,480         |
| Public Works | DPW Main Office          | 534           | 6,408         |
| City Clerk   | City Clerk Call Queue    | 396           | 4,752         |
| Buildings    | Inspection               | 170           | 2,040         |
| Buildings    | Complaints               | 164           | 1,968         |
| Buildings    | Operator                 | 129           | 1,548         |
| Buildings    | Secretary                | 90            | 1,080         |
| Buildings    | General Information      | 56            | 672           |
| Buildings    | Planning                 | 32            | 384           |
| <b>Total</b> |                          | <b>3,620</b>  | <b>43,440</b> |

Excludes zero-volume queues. For capacity planning, not exact call accounting.



## Commissioner Perez

Recommended starting with Support lines as the initial AI-serviced call path. The cleanest deployment starting point.

## Additional DPW Data

**External Complaints**  
596 April | 7,152/yr

**Non-Queue Staff Calls**  
365 April | 4,380/yr

**Yousuf Ellis alone**  
171 April | 2,052/yr

*Validation: not added to main table.*

# 2-Year Renewal Package

Same platform. Same rate. More capacity as Voice AI adoption grows.

## Renewal Year 1 — FY 2026-27

# \$28,000

80,000 interaction units

\$0.39/resident • \$0.35/unit • No setup fee

Call transfers

22K calls × 1 unit

AI-handled calls

22K calls × 2 units

Digital sessions

chat + search

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**Total:  $80,000 \times \$0.35 = \$28,000$**

## Renewal Year 2 — FY 2027-28

# \$33,600

96,000 interaction units

20% capacity buffer • \$0.35/unit locked in

Same \$0.35/unit rate locked in. Additional 16,000 units (20% buffer) provides room as Voice AI adoption grows and more direct-dial calls migrate into AI-supported queues.

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**Total:  $96,000 \times \$0.35 = \$33,600$**

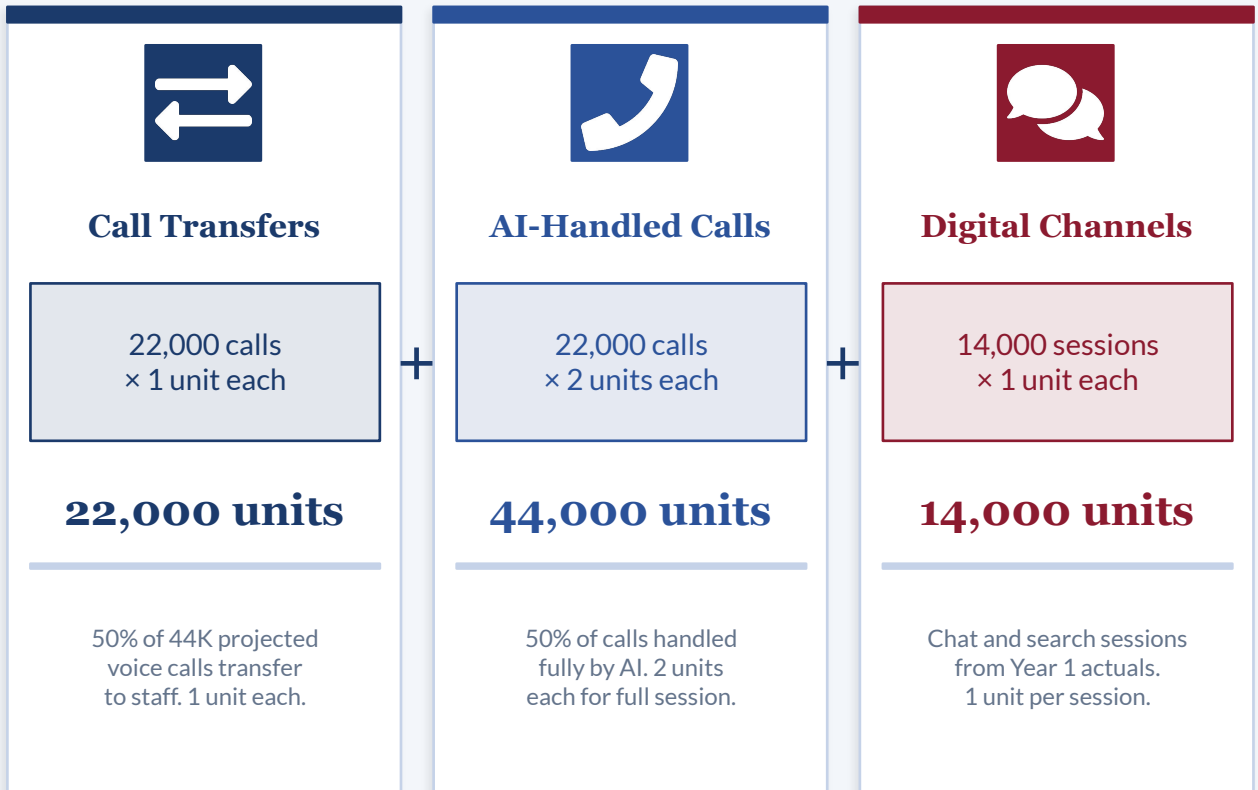
$96,000 = 80,000 \times 1.20$

2-Year Total:  $\$28,000 + \$33,600 =$

## \$61,600

# How We Got to \$28,000

Based on actual projected interaction unit volume from April call data and Year 1 digital usage, right-sized to what Mount Vernon actually needs.



22,000 + 44,000 + 14,000 =

**80,000 units**



# Implementation: Where We Are Now

The renewal period has already started. Key capabilities are configured, tested, and ready – soft-launch is imminent.

NOW — Week 3

IN PROGRESS



## Ready to Launch

Renewal agreement being finalized — proceeding as active

Building Dept Voice AI fully configured and tested on support lines

City Clerk marriage license and passport appointment workflows built and tested

SOFT-LAUNCH — Imminent

READY



## Voice AI + Clerk Chat Activate

Voice AI activates on Building Dept public-facing support lines

City Clerk chat workflows go live for residents

Readyly monitors call volume, transfer rates, and resolution quality across both channels

WEEKS 4-5

NEXT



## Monitor & Refine

Review call handling, transfer rates, and unresolved questions across both channels

Refine routing and knowledge base based on real resident interactions

Assess readiness to extend City Clerk workflows from chat into Voice AI

WEEKS 5-6+

PLANNED



## Expand to Remaining Departments

Expand Voice AI to Public Works and other public-facing call queues

City Clerk voice workflows activated as chat performance is validated

Ongoing monitoring and optimization across all active channels



# Ready to Launch

Readyly has already proven value in Mount Vernon through strong resident usage, high first-contact resolution, and measurable savings. The renewal period has started, Voice AI is configured and tested, and the City Clerk chat workflows are ready to go live. We are positioned to launch and expand quickly.

*Better service. Less workload. Every resident. Every hour of the day.*

## NEXT STEP

Sign the renewal agreement and give Readyly the green light to soft-launch Voice AI for the Building Department. City Clerk chat workflows for marriage license and passport appointments are live and ready. No routing work remains — we are ready to go.

*Target: Renewal signed and Building Dept Voice AI soft-launched by July 1st.*

**Kris Sandor | CEO, Readyly**

kris@readyly.com • City of Mount Vernon, NY • Proposal FY 2026-28 • Confidential



## 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

**JUAN PEREZ**  
*Commissioner Management Services*

July 15, 2026

VIA EMAIL:

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

RE: Approval to enter into a Cell Phone Disposal and Data Removal Agreement with PaceButler Corporation and to dispose of obsolete smartphones FOR APPROVAL AT THE August 12, 2026 CITY COUNCIL MEETING

Honorable Council members:

Management Services requests that the City Council approve a resolution authorizing the mayor;

(1) Enter into and execute the attached Cell Phone Disposal and Data Removal Agreement with PaceButler Corporation, and

(2) Dispose of eighty-six (86) obsolete CAT S62 smartphones previously issued to the Finance Department through PaceButler, in accordance with that Agreement. (Agreement and device list attached)

The Finance Department's CAT S62 smartphones (86 devices; serial numbers and assigned phone numbers enclosed) are outdated and have been replaced. PaceButler Corporation, an Oklahoma-based company located at 5915 NW 23rd St., Oklahoma City, OK 73127, has been in business since 1987 and offers services to government agencies, non-profits, municipalities, and law enforcement across the U.S. PaceButler has proposed a Cell Phone Disposal and Data Removal Agreement to collect, securely wipe, and dispose of or recycle the devices at no cost to the City.

Under the terms of the Agreement:

The City will be paid for each device based on PaceButler's current price list, which covers fully functional, damaged, and broken phones. Price lists are updated approximately every 10 days. Any device with no resale value will be recycled following R2v3 electronics recycling standards.

PaceButler covers all shipping costs and will provide prepaid FedEx shipping labels, with pickups scheduled at the City's convenience for the next business day.

All city data, including personally identifiable information such as photos, emails, phone numbers, addresses, text messages, and documents, will be removed from each device in a manner that complies with HIPAA (45 CFR 164.310(a)(1)), NIST (NIST SP 800-88 Rev. 1), and DoD (DoD 5220.22-M) standards. This process involves a three-pass cryptographic wipe with verification and a physical reset to factory settings. PaceButler will provide the City with a data clearing certificate that documents each device by IMEI and serial number. If any device cannot be accessed or cleared, it will instead be physically destroyed according to R2v3 procedures.

Devices are processed at a secure PaceButler facility monitored by security cameras, with access controlled by passcode-locked entry.

*"The Jewel of Westchester"*



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**JUAN PEREZ**  
*Commissioner Management Services*

The City will receive an itemized statement within 10 business days of the devices arriving at PaceButler's facility. Payment can be made by check, credit card, ACH, or applied as a donation to a charity or organization of the City's choice.

For each fully functional phone received, PaceButler donates a book through its partner, the World Book Bank; to date, PaceButler has donated over 2.5 million books.

The Agreement remains in effect until either party terminates it by providing sixty (60) days' written notice in advance, or immediately if there is a breach.

PaceButler will maintain Commercial General Liability Insurance of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate, naming the City as a Primary/Non-Contributory additional insured, and will indemnify and hold the City harmless against third-party claims arising from PaceButler's negligence, willful misconduct, or breach of the Agreement.

There is no cost to the City to participate in this program; PaceButler covers all shipping and processing expenses. The City will receive payment for any device with resale value, based on PaceButler's current price list. No specific dollar amount has been set yet, as devices are priced upon receipt and evaluation.

Disposing of these devices will not harm the City or the Finance Department, since they have already been replaced and are no longer in use.

All devices will be securely processed and either recycled or, if necessary, destroyed according to R2v3 standards for responsible electronics recycling.

Sincerely,

Juan Perez  
Commissioner Management Services

cc: Mayors Office, Comptroller

Enclosure(s): Inventory list

**PaceButler Corporation Data Erase and Destruction Policy and Documentation**

Since 1987 it has been our commitment at PaceButler to provide our clients with the highest level of service and security available. PaceButler is a debt free company that is dedicated to our customers and the sensitive material that may be contained on any devices that enter our facility.

Our systems and procedures, as outlined, ensure that our client's data is completely removed from all devices and any additional storage cards (e.g., phone numbers, addresses, email addresses, all contact information, text messages, pictures, video recordings, audio recording, login information, download files, etc.). PaceButler can provide detailed documentation upon request.

PaceButler is compliant with and adheres to industry standards (DOD, HIPAA, and NIST). The processes involved include, but are not limited to manual hard resets, as well as more automated software-driven systems that automatically clear the data in specific areas of the device. Depending on the manufacturer and the individual model, there may even be a combination approach using both manual and automatic processes. In the event that PaceButler is unable to access the data on any device, the device will be destroyed at an outside R2 certified metal destruction facility. Certificates of destruction are also available for those devices that are destroyed.

PaceButler is constantly developing systems and procedures to best meet our customers' needs for safety and security. As pioneers of the cell phone buy back industry, our goal is to continue to set the standard for electronic data removal and customer protection.

This material is the property of PaceButler Corporation. It may not be duplicated without the expressed written consent of PaceButler.



*Tom Pace  
CEO PaceButler Corporation*



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**Juan Perez**  
Commissioner Management Services

July 9, 2026

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

Re: Adopting the Policy for Protecting Personally Identifiable Information (PII) in line with the **New York State SHIELD Act and other privacy laws**

Dear Council Members,

The Department of Management Services respectfully requests that the City Council adopt the attached *Policy for Safeguarding Personally Identifiable Information (PII)* for the City of Mount Vernon.

This policy is aligned with the **New York State Stop Hacks and Improve Electronic Data Security (SHIELD) Act**, the Health Insurance Portability and Accountability Act (HIPAA), the New York Personal Privacy Protection Law, and applicable provisions of the Freedom of Information Law (FOIL).

Compliance with the SHIELD Act's reasonable safeguards requirement is essential to protect the residents, employees, contractors, and visitors whose personal information the City collects, uses, and stores. This policy complements the Computer System Security Breach Notification Policy previously adopted under New York State Technology Law Section 208 — where the breach policy governs the City's response after an incident, this policy sets the safeguards to prevent incidents from occurring in the first place.

The proposed policy sets clear standards for:

- Defining Personally Identifiable Information (PII) and Sensitive PII, including data protected under HIPAA.
- Classifying data using the GovEx Open Data Privacy framework (Open, Sensitive, Restricted) as a guide for daily handling decisions.
- Securing PII in both electronic and physical forms through encryption, multi-factor authentication, locked storage, and approved city platforms like SharePoint and OneDrive.
- Restrict access using least-privilege and role-based access controls (RBAC) managed via Microsoft 365 / Entra ID.
- Requiring quarterly access reviews and recertification, along with a defined joiner-mover-leaver process coordinated between Human Resources and Management Services.
- Governing privileged administrative accounts through separation of duties, MFA, inventory management, and enhanced monitoring.
- Maintaining audit logs of access to systems that store PII, with periodic reviews for anomalies; and
- Maintaining consistent standards across all City departments, employees, contractors, interns, and volunteers.

*“The Jewel of Westchester”*



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**Juan Perez**  
*Commissioner Management Services*

Implementing this policy will protect the public from identity theft and unauthorized disclosures, strengthen the City's dedication to accountability, and ensure Mount Vernon stays in compliance with State and federal privacy laws.

I respectfully ask the Council to review and approve the attached legislation. This policy is an essential step in safeguarding both City operations and the private information we handle. All funds received should be deposited into A2655.2 minor sales.

### Advantages of implementing this policy

- Ensures Mount Vernon complies with the New York State SHIELD Act, HIPAA, and related privacy laws.
- Ensures the protection of residents, employees, and contractors against identity theft, fraud, and unauthorized disclosure of sensitive information.
- Establishes a clear, consistent framework for how PII is collected, stored, accessed, shared, and disposed of.
- Reduces the risk and potential cost of a data breach by implementing encryption, multi-factor authentication, and least-privilege access.
- Ensures City departments follow the same standard procedures for handling PII and Sensitive PII; and
- Supports the City's Breach Notification Policy by emphasizing prevention over response.

Thank you for your consideration.

Respectfully,

Juan Perez  
Management Services Commissioner

cc: Shawyn Patterson-Howard, Mayor  
cc: Brian Johnson, Corporation Council  
cc: Darren Morton, Comptroller



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**JUAN PEREZ**  
*Commissioner Management Services*

August 4, 2026

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

**RE: Approval for the three-year Microsoft Office 365 purchase for the Police Department through the OGS contract with SHI.**

Honorable Council members:

The Department of Management Services requests approval from the City Council for a 3-year contract with SHI to purchase the Microsoft Office 365 suite for the Police Department. This contract will be through OGS. The total cost of the contract will be \$236,289.96, with annual payments of \$78,763.32. Payments will be made from budget code A1680.215 each year.

The Microsoft Office 365 environment is our production platform and is essential to City Operations. Office 365 is a single-source solution provided exclusively by Microsoft. And our current support contract expires in August of 2026.

We have coordinated with Finance to ensure the necessary funds are available for this critical application environment.

If this request is approved by the city council, the Mayor will sign the 3-year contract, and we will make annual payments of \$78,763.32 to SHI for the duration of the contract under budget code A1680.215.

Thank you.  
Sincerely,  
Juan Perez

Commissioner Management Services  
cc: Mayors Office, Comptroller

| Item # | Manufacturer | Part #    | Product                                                                             | Contract Name            | Contract # | Subcontract # | Coverage Start | Coverage End | Quantity | Retail   | Your Price   | Total              |
|--------|--------------|-----------|-------------------------------------------------------------------------------------|--------------------------|------------|---------------|----------------|--------------|----------|----------|--------------|--------------------|
| 1      | Microsoft    | U4S-00002 | O365 G1 GCC Sub Per User - 12 Months (Year 1 of 3)                                  | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 95       | \$132.00 | \$101.40     | \$9,633.00         |
| 2      | Microsoft    | AAA-11894 | O365 G3 GCC Sub Per User - 12 Months (Year 1 of 3)                                  | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 155      | \$303.60 | \$242.86     | \$37,646.40        |
| 3      | Microsoft    | AAD-32907 | EMS G3 GCC ALng Sub Per User - 12 Months (Year 1 of 3)                              | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 250      | \$127.20 | \$101.52     | \$25,380.00        |
| 4      | Microsoft    | 3GU-00001 | Defender O365 P1 GCC Sub Per User - 12 Months (Year 1 of 3)                         | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 250      | \$22.56  | \$18.00      | \$4,500.00         |
| 5      | Microsoft    | 7MS-00001 | Planner & Project P3 GCC Sub Per User - 12 Months (Year 1 of 3)                     | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 1        | \$337.20 | \$269.28     | \$269.28           |
| 6      | Microsoft    | NYH-00001 | Teams AC with Dial Out US/CA GCC Sub Add-on - 12 Months (Year 1 of 3)               | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 250      |          | \$0.00       | \$0.00             |
| 7      | Microsoft    | P3U-00001 | Visio P2 GCC Sub Per User - 12 Months (Year 1 of 3)                                 | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 1        | \$169.20 | \$134.64     | \$134.64           |
| 9      | Microsoft    | J5U-00004 | AzureprepaymentG ShrdSvr ALNG SubsVL MVL Commit Provision - 12 Months (Year 1 of 3) | OGS IT Umbrella Contract | PM69723    | 24-02         | Sep-01-2026    | Aug-31-2027  | 1        |          | \$0.00       | \$0.00             |
|        |              |           |                                                                                     |                          |            |               |                |              |          |          | <b>Total</b> | <b>\$78,763.32</b> |

Payment Schedule  
 Year 1 (09/01/2026-08/31/2027) - \$78,763.32  
 Year 2 (09/01/2027-08/31/2028) - \$78,763.32  
 Year 3 (09/01/2028-08/31/2029) - \$78,763.32  
 Total: \$236,289.96



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**Juan Perez**  
*Commissioner Management Services*

August 6, 2026

VIA EMAIL:

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

**RE:** Request to Amend Ordinance No. 14, Adopted by the City Council on May 13, 2026, Authorizing the Mayor to Execute a 3-Year Lease with BEI Holdings, Inc. for an upgrade to the interview room system for the Police Department; FOR APPROVAL AT THE August 12, 2026 CITY COUNCIL MEETING

Honorable Councilmembers:

The Department of Management Services respectfully requests that the City Council adopt an ordinance amending Ordinance No. 14, adopted by the City Council on May 13, 2026, entitled “An Ordinance Authorizing the Mayor to Execute a Three (3) Year Lease Agreement with BEI Holdings, Inc. DBA Business Electronics for the Upgrade of the Police Department Interview Room Recording System.”

Ordinance No. 14 authorized the Mayor to execute a three (3) year lease agreement with BEI Holdings, Inc. DBA Business Electronics for the upgrade of the Mount Vernon Police Department iRecord Interview Room Recording Solution in accordance with Quote QTRB101378 v2, dated April 2, 2026, which provided for an annual hardware lease payment of \$6,107.72 and estimated total lease payments of \$18,323.16 over the three-year term. Quote QTRB101378 v2 expired on July 15, 2026. BEI has since issued revised Quote QTRB101378 v4, dated August 6, 2026, with an expiration date of September 30, 2026.

The total project quote amount remains unchanged at \$15,930.00. Under the revised quote, the project is financed through BEI Finance as a three (3) year annual payment plan of \$6,500.00 per year, with the first annual payment of \$6,500.00 made as a down payment and subsequent annual payments of \$6,500.00 due in 2027 and 2028. Total hardware lease payments over the three-year term are \$19,500.00, exclusive of applicable taxes, fees, and insurance. Annual maintenance continues to be billed separately.

The Department of Management Services therefore respectfully requests that Ordinance No. 14 be amended as follows:

1. The annual hardware lease payment be amended from \$6,107.72 per year to \$6,500.00 per year;



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2. The quote reference be amended from Quote QTRB101378 v2, dated April 2, 2026, to Quote QTRB101378 v4, dated August 6, 2026, with an expiration date of September 30, 2026;
3. The estimated total hardware lease payments over the three-year term be amended from \$18,323.16 to \$19,500.00, exclusive of applicable taxes, fees, and insurance; and
4. The payment structure be described as a BEI Finance three (3) year annual payment plan, with the first annual payment made as a down payment, as set forth in the revised quote.

All other terms and conditions of Ordinance No. 14, including the funding sources and the exclusion of the optional iRecord Nexus Cloud enhancement, remain unchanged.

### **Contract Summary:**

- Vendor: BEI Holdings, Inc. DBA Business Electronics.
- Quote: QTRB101378 v4, dated August 6, 2026; expiration date September 30, 2026.
- System: Mount Vernon Police Department iRecord Interview Room Recording Solution (2-room) upgrade.
- Project quote amount: \$15,930.00 (unchanged).
- Payment option: BEI Finance 3-year annual payment plan, and separately billed maintenance.
- Annual hardware lease payment: \$6,500.00 per year (previously \$6,107.72 per year).
- Payment schedule: 1st year payment \$6,500.00 (down payment); 2nd year payment \$6,500.00 (2027); 3rd year payment \$6,500.00 (2028).
- Total hardware lease payments over 3 years: \$19,500.00, before applicable taxes, fees, and insurance.
- Maintenance: First year covered through the contract/first-year warranty; years 2 and 3 anticipated at \$2,485.00 per year, billed separately.
- Funding sources: A1680.203 Equipment for the initial and year 2-3 hardware lease payments; A1680.216 Application Services for annual maintenance costs (unchanged).
- Optional iRecord Nexus Cloud enhancement: remains excluded from this approval and would require separate review if pursued.

Management Services is recommending approval of this amendment so that the City may proceed with the previously approved upgrade under the current quote and payment terms.

Should this request meet with the approval of the City Council, we will sign the contract and proceed to make the initial payment from budget code A1680.203 after Board of Estimate Approvals.



## 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

**Juan Perez**  
*Commissioner Management Services*

Sincerely,

Juan Perez  
Management Services Commissioner

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



We have prepared a quote for you

**iRecord Interview Room Recording Solution (2-Room)  
Upgrade**

Quote # QTRB101378  
Version 2

Prepared for:



**Mount Vernon Police Department**

Juan Perez  
[jperez@mountvernonny.gov](mailto:jperez@mountvernonny.gov)

## ▶ Executive Summary

### About Business Electronics (BEI)

Trusted Solutions Backed by  
Experience.

Sales with Service since 1976



BEI Holdings, Inc. (DBA: Business Electronics) "BEI" has been a full service customer driven result oriented company, providing cutting-edge digital video and audio recording systems. Our solution advisors provide you with the most reliable Call Recording, Interview Room Recorder, Access Control & Video Surveillance products & services available today.

BEI's advanced product portfolio that provides Recording & Business Security Solutions are used in Public Safety, Contact Centers and a multitude of other markets. BEI's expertise is unmatched in New England and we specialize in providing in Public Safety Critical Recording, Call & Dispatch Center Work Force Optimization, VoIP Recording, Quality Assurance, Access Control, Court Room & Interview Room Recording products.

As BEI continues to evolve to assist in increasing the effectiveness and efficiency of call center management, by providing the agent monitoring, recording & reporting tools needed to manage your center. Additionally, as regulatory standards continue to evolve, all of our Public Safety offerings are designed to comply with Next Gen 9-1-1 and with our consultative approach, we continue to help businesses & agencies like yours to increase efficiency, better manage costs, and implement forward thinking strategies with their office communication & security processes and provide the tools needed that will have a positive impact to your bottom line.

Our award-winning experienced staff is ready to assist you with all phases of planning, design, installation and maintenance of our solutions, which will ensure proper installation, ongoing support and maintenance of your investment. We have certified technicians on staff serving a territory that spans from Maine to Maryland. (CT, NY, MA, NJ, DE, PA, MD, RI, ME, VT & NH) to ensure that your critical recording needs are handled as quickly and efficiently as possible.

## Project Overview



## iRecord® Interview Room Recording Solutions

The right recording system for different types of interview applications

### iRecord System Upgrade – Mount Vernon Police Department

BEI will provide an upgrade to the Mount Vernon Police Department's existing iRecord system. This upgrade will replace the current 2-room iRecord system, originally purchased in 2017, which operates on iRecord 2.2.5 software and Windows 7—both of which are no longer supported by iRecord or Microsoft.

### Upgrade Overview

The new system will include a full technology refresh of both PC hardware and software. The quote features the certified iRecord "Turnkey" PC hardware bundle, which comes preloaded with **Windows 11 IoT Enterprise LTSC** operating system.

The upgrade will also include **iRecord Version 4** software, offering the latest features such as browser-based search and replay functionality. This is the most current release available from iRecord.

### Hardware Reuse

The following existing components may be repurposed:

- On/Off Switch
- Microphones
- POE Switch
- Axis Cameras
- POE Switch

If budget permits, BEI recommends replacing these components with the latest versions to ensure optimal performance and compatibility.

### Included in Quote

- 8TB Secondary Evidence Vault (Backup Interview Hard Drive)

### Assumptions & Notes

- BEI assumes reused equipment is in good working condition. Any defective hardware discovered during installation will be identified and quoted separately.
- Cabling and installation services are **not included** in the quoted price.
- If any quoted item is unavailable at the time of purchase, BEI will substitute or replace it with a suitable alternative for installation.

## Core System-Software, Licensing & Hardware Upgrade

| Qty                                                                          | Product Details                                                                                                                                      | Price             | Ext. Price        |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| <b>iRecord Universe IP Recording System - Configured IR-Universe Systems</b> |                                                                                                                                                      |                   |                   |
| 1                                                                            | <b>iRecord Universe IP Recording System Hardware &amp; Windows 11 IoT Enterprise O/S LTSC Bundle (1 Room) *(Upgraded PC will include (1) 8TB HD)</b> | <b>\$4,250.00</b> | <b>\$4,250.00</b> |
| 2                                                                            | <b>iRecord Universe Software Version Upgrade - (Pricing is Per Room and Per Version)</b>                                                             | \$725.00          | \$1,450.00        |
| <b>Hardware</b>                                                              |                                                                                                                                                      |                   |                   |
| <b>- (Back Up Storage) Disaster Recovery</b>                                 |                                                                                                                                                      |                   |                   |
| 1                                                                            | <b>Secondary Evidence Vault (Recommended-Backup Interview Capture Hard Drive)</b>                                                                    | <b>\$575.00</b>   | <b>\$575.00</b>   |
| 1                                                                            | <b>iRecord -Mfg RTSA - License Support SW-1st Rm (1st Room.)(Initial)</b>                                                                            | \$220.00          | \$220.00          |
| 1                                                                            | <b>iRecord -Mfg RTSA - License Support SW-(Per Additional Rm) (Initial)</b>                                                                          | \$220.00          | \$220.00          |
| <b>Subtotal:</b>                                                             |                                                                                                                                                      |                   | <b>\$6,715.00</b> |

## Core Upgrade-Professional Services

| Qty                                                                                        | Product Details                                                                        | Price      | Ext. Price        |
|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|------------|-------------------|
| 1                                                                                          | <b>BEI Project Management, Installation, Programming &amp; Training-2 Room iRecord</b> | \$1,750.00 | \$1,750.00        |
| 1                                                                                          | <b>SA2R-iRecord Tier IILicense Support (Initial)</b>                                   | \$440.00   | \$440.00          |
| <b>CABLING BEING REUSED, ANY CABLING REQUIRED NOT INCLUDED (Will Be Quoted Separately)</b> |                                                                                        |            |                   |
| <b>Subtotal:</b>                                                                           |                                                                                        |            | <b>\$2,190.00</b> |

## Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017)

| Qty                                                                | Product Details                                                            | Price    | Ext. Price |
|--------------------------------------------------------------------|----------------------------------------------------------------------------|----------|------------|
| <b>System Accessories</b>                                          |                                                                            |          |            |
| <b>Hardware (Covert Camera, Network Switch, Start/Stop Switch)</b> |                                                                            |          |            |
| 1                                                                  | <b>16-Port Gigabit Ethernet Unmanaged PoE Switch with 16 x PoE+ @ 183W</b> | \$565.00 | \$565.00   |

Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017)

| Qty                                                         | Product Details                                                                                   | Price    | Ext. Price |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------|------------|
| 4                                                           | 512GB microSDXC - Camera Back Up Storage (Redundant Recording)                                    | \$125.00 | \$500.00   |
| 2                                                           | AXIS 4-Channel Modular Main Unit w/POE (1-Per Room)                                               | \$915.00 | \$1,830.00 |
| 4                                                           | AXIS Varifocal Sensor, 2nd Generation (Includes 02250-001 8m cable) [F-Series]                    | \$565.00 | \$2,260.00 |
| 4                                                           | Axis 8MM Cable (2nd Gen Main Units & Sensors)                                                     | \$50.00  | \$200.00   |
| 2                                                           | Thermostat *Including Assembly Labor                                                              | \$235.00 | \$470.00   |
| 2                                                           | Motion Detector *Including Assembly Labor                                                         | \$225.00 | \$450.00   |
| Hardware (Covert Camera, Network Switch, Start/Stop Switch) |                                                                                                   |          |            |
| 1                                                           | BEI Professional Services-Interview Room Related Installation , Configuration, Testing & Training | \$750.00 | \$750.00   |

Subtotal: **\$7,025.00**

Warranty 1st Year

| Qty | Product Details                                                 | Price  | Ext. Price |
|-----|-----------------------------------------------------------------|--------|------------|
| 1   | Remote Helpdesk Contract-Interview Room (1st Year Warranty) 9-5 | \$0.00 | \$0.00     |

Subtotal: **\$0.00**

Enhancement Options-iRecord NEXUS Cloud - Implementation & 1st Year

\* Optional

| Qty                                                     | Product Details                                                                  | Price    | Ext. Price |
|---------------------------------------------------------|----------------------------------------------------------------------------------|----------|------------|
| 1                                                       | BEI Professional Services-Nexus Installation , Configuration, Testing & Training | \$750.00 | \$750.00   |
| iRecord NEXUS Subscription *(Requires Signed Agreement) |                                                                                  |          |            |
| 12                                                      | iRecord NEXUS Cloud - Storage, Users & Sharing - Subscription (Billed Annually)  | \$325.00 | \$3,900.00 |

\* Optional Subtotal: **\$4,650.00**

## iRecord Interview Room Recording Solution (2-Room) Upgrade

### Prepared by:

#### Business Electronics

Rich Bartoli  
(203)741-9337  
Fax (203)741-9291  
rich.bartoli@beiinc.com

### Prepared for:

#### Mount Vernon Police Department

2 Roosevelt Square North  
Mount Vernon, NY 10550  
Juan Perez  
(914) 665-3262  
jperez@mountvernonny.gov

### Quote Information:

#### Quote #: QTRB101378

Version: 2  
Delivery Date: 04/02/2026  
Expiration Date: 07/15/2026

## Quote Summary

| Description                                                                      | Amount     |
|----------------------------------------------------------------------------------|------------|
| Core System-Software, Licensing & Hardware Upgrade                               | \$6,715.00 |
| Core Upgrade-Professional Services                                               | \$2,190.00 |
| Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017) | \$7,025.00 |
| Warranty 1st Year                                                                | \$0.00     |
| <b>Total: \$15,930.00</b>                                                        |            |

## \*Optional Expenses

| Description                                                         | One-Time   |
|---------------------------------------------------------------------|------------|
| Enhancement Options-iRecord NEXUS Cloud - Implementation & 1st Year | \$4,650.00 |
| <b>Optional Subtotal: \$4,650.00</b>                                |            |

## Payment Options

| Description                                                                                               | Amount            |
|-----------------------------------------------------------------------------------------------------------|-------------------|
| GreatAmerica                                                                                              |                   |
| <b>3 Yr.- Annual Payment - \$1 Buyout Lease w/1 Advance Payment *Annual maintenance billed separately</b> | <b>\$6,107.72</b> |
| 4 Yr.- Annual Payment - \$1 Buyout Lease w/1 Advance Payment *Annual maintenance billed separately        | \$4,829.34        |
| 5 Yr.- Annual Payment - \$1 Buyout Lease w/1 Advance Payment *Annual maintenance billed separately        | \$4,096.08        |

\* The information provided is a proposal and is subject to credit approval. The proposal provides an approximate monthly payment for hardware, software and services based upon the contract type and term in months. Taxes, fees and insurance are not included. Any change in the amount financed will change this information. Pricing valid 30 days from the day quote is initiated.

Signature below specifies that the above prices, specifications and conditions are satisfactory and are hereby accepted. The Seller is authorized to do the work as specified. Payment will be made as outlined, and I (the customer) agree to all conditions outlined in this quote.

## Business Electronics

Signature: \_\_\_\_\_



Name: Rich Bartoli

Title: Vice President

Date: 04/02/2026

## Mount Vernon Police Department

Signature: \_\_\_\_\_

Name: Juan Perez

Date: \_\_\_\_\_



# ENHANCED CLOUD SOLUTION

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## EMPOWER YOUR iRECORD SYSTEM

iRecord Nexus is a cloud solution hosted in Azure Government that enhances your iRecord system with redundant storage, remote viewing, recording, and secure sharing of recordings and documents. This new extension will increase redundancy of the system, the dependability of access to recordings, and overall experience of iRecord!

### RECORD

---

The record module of iRecord Nexus provides end users with the ability to do just that – start and stop recordings without having to be on the local network!

- Remote Viewing – Ability to see in progress recordings, and jump right in the view and listen to the stream
- Start/Stop – Ability to trigger a new recording or stop in progress recordings
- Picture in Picture Management – Ability to swap primary stream and in picture stream in real time, as well as move the PIP box to different areas or side by side view

### REVIEW

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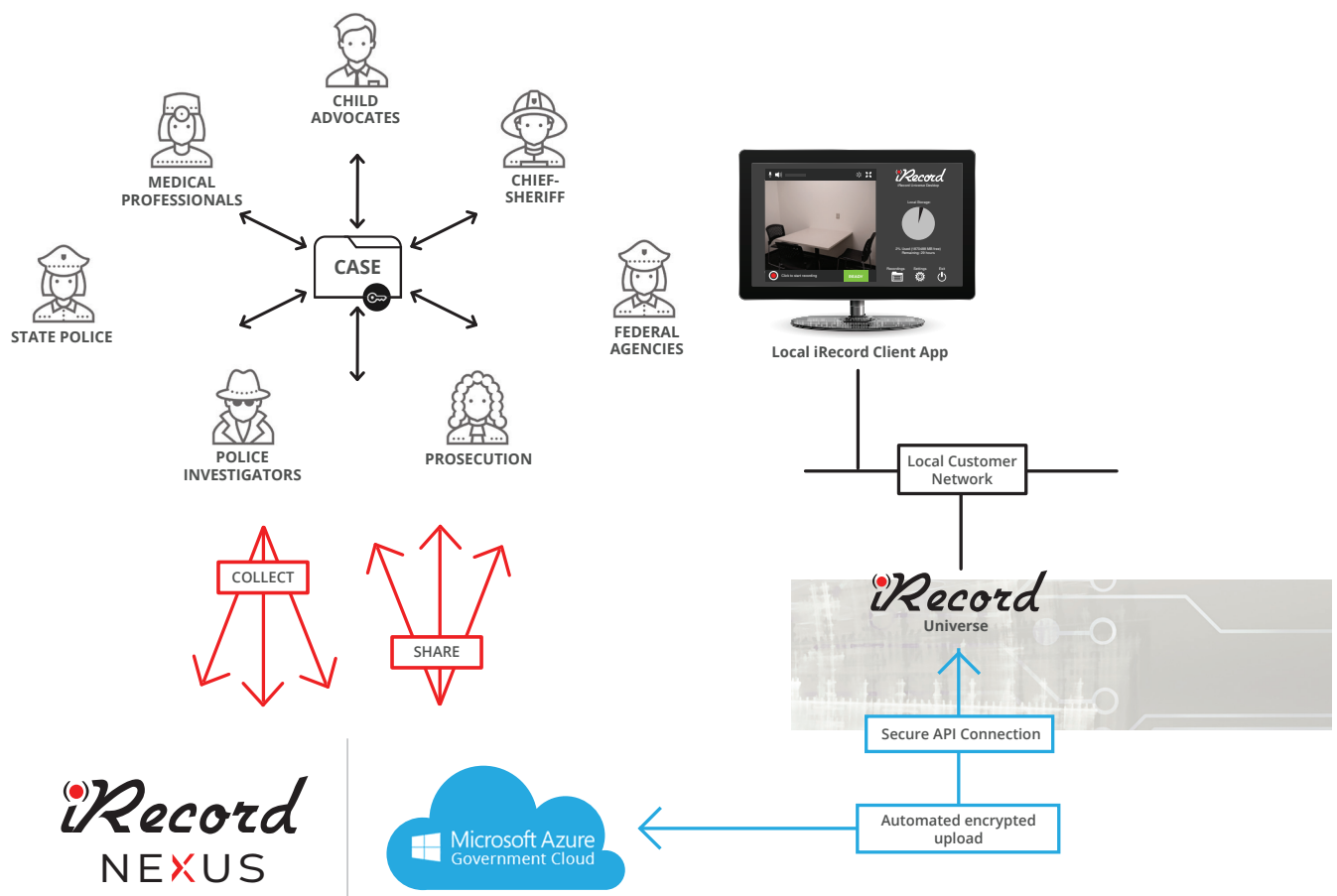
The review module of iRecord Nexus is the storage component of the secure Azure Government hosted infrastructure. Allowing for migration, redundancy, and sharing of your recordings!

- Storage – iRecord Universe recordings can be configured to automatically upload to the cloud or be manually trigger to be pulled up via Nexus portal
- Recording Management –Details can be edited, notes can be added, audit trails can be downloaded, and recordings can be deleted

- **Case Management** [Only in Nexus] – capability to group multiple recordings into a case and upload additional documents to be stored all together
- **Sharing** [Only in Nexus] – multi-factor authentication sharing of recordings or cases with expiration date, choice to include related information like notes, and ability to all downloading
- **Collaboration** – add notes during a recording and recording review

## ALL-IN-ONE, SYSTEM MANAGEMENT

We believe that our customers should be able to have the ability to do everything in iRecord Nexus that they can do in iRecord Universe. User management, Group management, and everything else! WSI Technologies is committed to increasing the controls for iRecord Admins and bi-directionally sync settings and data between iRecord Nexus and iRecord Universe Capture Units.



Empowering your data, connecting your world.

[www.beiinc.com](http://www.beiinc.com)



# I RECORD PARTNERSHIP



## Partnership Overview

In 2007, BEI started our relationship with iRecord, LLC, an "On Demand" Audio & Video Recording solution provider specializing in the Public Safety and Child Advocacy markets. With BEI's reputation in New England as a strong voice recording application & telecommunication peripherals provider we continued to be a respected recording application solution provider.

BEI is the vendor of choice providing the iRecord product to the State of Connecticut, Department of Criminal Justice for the initial pilot program to provide a solution that would help to standardize on the Audio & Video recording Investigative Interviews. Since the implementation of the 6 systems BEI continues to provide the iRecord system to many local Public Safety & Child Advocacy locations allowing these customers to take advantage of the many features and ease of use that iRecord bring to their users.

## iRecord Corporate Overview

iRecord is a leading provider of Interview and Investigative Interrogation solutions. PSAP's & CAC's alike recognize the value of capturing evidence in timely and secure matter. They only have one chance to collect vast amounts of information. Agencies need to be sure that the recording process is done correctly, accurately and to provide the resources to help individuals present this information when easily when required. iRecord helps by providing the tools to capture the Audio and Video and developed a "Secure Evidence Vault" that will store not only the recording content, but also additional customer required content which is linked to the recording which can be provided from customer modifiable fields. All this metadata is stored and can be used to provide an easy way to retrieve the recordings at any time.

## Areas of Business

iRecord's solutions are used primarily in Law Enforcement and Child Advocacy Center. Town Meeting Rooms, Medical, HR Department and many other markets have utilized the product.

## Law Enforcement

The iRecord solutions help Law Enforcement by providing a simple to use "On Demand" Recording solutions that requires little to no training to operate. Walk into a room flip a switch and your Interview or Investigative Interrogation is being recorded. Be assured that the system will simultaneously record in two non-proprietary formats that will allow this evidence to be provided and replayed on any Windows PC and off the shelf DVD player.

## Child Advocacy Centers

iRecord's presence and experience in assisting Child Advocacy Centers is unmatched. With a child forensic interview professional on staff, with years of experience in this field. This helps to assure that BEI has the resources to provide the guidance needed to work with individuals at the centers and understand what is needed to help provide the necessary information to all members of the multidisciplinary team.

## Hosted Cloud

iRecord's Cloud offerings make switching to digital storage to allow agencies to securely store and helps to facilitate the tracking and distribution process and at the same time provides redundant storage of interviews.

## After 48 Years...Voice, Data & Experience!

| <u>Corporate</u><br><u>Headquarters</u>  | <u>Massachusetts</u><br><u>Branch</u> | <u>New Jersey</u><br><u>Branch</u> | <u>Pennsylvania</u><br><u>Branch</u> |
|------------------------------------------|---------------------------------------|------------------------------------|--------------------------------------|
| 6 Capital Drive<br>Wallingford, CT 06492 | Worcester, MA 06104                   | Parsippany, NJ 07054               | Willow Grove, PA 19090               |

Tel: 1-800-444-7372 or 203-741-9301 • Web: <http://www.beiinc.com>  
Customer Service: 1-844-647-7893 or 203-741-9302 • Email: [helpdesk@beiinc.com](mailto:helpdesk@beiinc.com)



We have prepared a quote for you

**iRecord Interview Room Recording Solution (2-Room)  
Upgrade**

Quote # QTRB101378  
Version 4

Prepared for:



**Mount Vernon Police Department**

Juan Perez  
[jperez@mountvernonny.gov](mailto:jperez@mountvernonny.gov)

## ▶ Executive Summary

### About Business Electronics (BEI)

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BEI Holdings, Inc. (DBA: Business Electronics) "BEI" has been a full service customer driven result oriented company, providing cutting-edge digital video and audio recording systems. Our solution advisors provide you with the most reliable Call Recording, Interview Room Recorder, Access Control & Video Surveillance products & services available today.

BEI's advanced product portfolio that provides Recording & Business Security Solutions are used in Public Safety, Contact Centers and a multitude of other markets. BEI's expertise is unmatched in New England and we specialize in providing in Public Safety Critical Recording, Call & Dispatch Center Work Force Optimization, VoIP Recording, Quality Assurance, Access Control, Court Room & Interview Room Recording products.

As BEI continues to evolve to assist in increasing the effectiveness and efficiency of call center management, by providing the agent monitoring, recording & reporting tools needed to manage your center. Additionally, as regulatory standards continue to evolve, all of our Public Safety offerings are designed to comply with Next Gen 9-1-1 and with our consultative approach, we continue to help businesses & agencies like yours to increase efficiency, better manage costs, and implement forward thinking strategies with their office communication & security processes and provide the tools needed that will have a positive impact to your bottom line.

Our award-winning experienced staff is ready to assist you with all phases of planning, design, installation and maintenance of our solutions, which will ensure proper installation, ongoing support and maintenance of your investment. We have certified technicians on staff serving a territory that spans from Maine to Maryland. (CT, NY, MA, NJ, DE, PA, MD, RI, ME, VT & NH) to ensure that your critical recording needs are handled as quickly and efficiently as possible.

## Project Overview



## iRecord® Interview Room Recording Solutions

The right recording system for different types of interview applications

### iRecord System Upgrade – Mount Vernon Police Department

BEI will provide an upgrade to the Mount Vernon Police Department's existing iRecord system. This upgrade will replace the current 2-room iRecord system, originally purchased in 2017, which operates on iRecord 2.2.5 software and Windows 7—both of which are no longer supported by iRecord or Microsoft.

### Upgrade Overview

The new system will include a full technology refresh of both PC hardware and software. The quote features the certified iRecord "Turnkey" PC hardware bundle, which comes preloaded with **Windows 11 IoT Enterprise LTSC** operating system.

The upgrade will also include **iRecord Version 4** software, offering the latest features such as browser-based search and replay functionality. This is the most current release available from iRecord.

### Hardware Reuse

The following existing components may be repurposed:

- On/Off Switch
- Microphones
- POE Switch
- Axis Cameras
- POE Switch

If budget permits, BEI recommends replacing these components with the latest versions to ensure optimal performance and compatibility.

### Included in Quote

- 8TB Secondary Evidence Vault (Backup Interview Hard Drive)

### Assumptions & Notes

- BEI assumes reused equipment is in good working condition. Any defective hardware discovered during installation will be identified and quoted separately.
- Cabling and installation services are **not included** in the quoted price.
- If any quoted item is unavailable at the time of purchase, BEI will substitute or replace it with a suitable alternative for installation.

## Core System-Software, Licensing & Hardware Upgrade

| Qty                                                                   | Product Details                                                                   | Price      | Ext. Price |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------|------------|
| iRecord Universe IP Recording System - Configured IR-Universe Systems |                                                                                   |            |            |
| 1                                                                     | iRecord Universe Capture Unit-PC Hardware Bundle (4 Rm Max)                       | \$4,250.00 | \$4,250.00 |
| 2                                                                     | iRecord Universe Software Version Upgrade - (Pricing is Per Room and Per Version) | \$725.00   | \$1,450.00 |
| Hardware                                                              |                                                                                   |            |            |
| - (Back Up Storage) Disaster Recovery                                 |                                                                                   |            |            |
| 1                                                                     | Secondary Evidence Vault (Recommended-Backup Interview Capture Hard Drive)        | \$575.00   | \$575.00   |
| 1                                                                     | iRecord -Mfg RTSA - License Support SW-1st Rm (1st Room.)(Initial)                | \$220.00   | \$220.00   |
| 1                                                                     | iRecord -Mfg RTSA - License Support SW-(Per Additional Rm) (Initial)              | \$220.00   | \$220.00   |
| Subtotal:                                                             |                                                                                   |            | \$6,715.00 |

## Core Upgrade-Professional Services

| Qty                                                                                 | Product Details                                                             | Price      | Ext. Price |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|------------|------------|
| 1                                                                                   | BEI Project Management, Installation, Programming & Training-2 Room iRecord | \$1,750.00 | \$1,750.00 |
| 1                                                                                   | SA2R-iRecord Tier IILicense Support (Initial)                               | \$440.00   | \$440.00   |
| CABLING BEING REUSED, ANY CABLING REQUIRED NOT INCLUDED (Will Be Quoted Separately) |                                                                             |            |            |
| Subtotal:                                                                           |                                                                             |            | \$2,190.00 |

## Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017)

| Qty                                                         | Product Details                                                     | Price    | Ext. Price |
|-------------------------------------------------------------|---------------------------------------------------------------------|----------|------------|
| System Accessories                                          |                                                                     |          |            |
| Hardware (Covert Camera, Network Switch, Start/Stop Switch) |                                                                     |          |            |
| 1                                                           | 16-Port Gigabit Ethernet Unmanaged PoE Switch with 16 x PoE+ @ 183W | \$565.00 | \$565.00   |
| 4                                                           | 512GB microSDXC - Camera Back Up Storage (Redundant Recording)      | \$125.00 | \$500.00   |

Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017)

| Qty                                                                | Product Details                                                                                              | Price    | Ext. Price |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|----------|------------|
| 2                                                                  | <b>AXIS 4-Channel Modular Main Unit w/POE (1-Per Room)</b>                                                   | \$915.00 | \$1,830.00 |
| 4                                                                  | <b>AXIS Varifocal Sensor, 2nd Generation (Includes 02250-001 8m cable) [F-Series]</b>                        | \$565.00 | \$2,260.00 |
| 4                                                                  | <b>Axis 8MM Cable (2nd Gen Main Units &amp; Sensors)</b>                                                     | \$50.00  | \$200.00   |
| 2                                                                  | <b>Thermostat *Including Assembly Labor</b>                                                                  | \$235.00 | \$470.00   |
| 2                                                                  | <b>Motion Detector *Including Assembly Labor</b>                                                             | \$225.00 | \$450.00   |
| <b>Hardware (Covert Camera, Network Switch, Start/Stop Switch)</b> |                                                                                                              |          |            |
| 1                                                                  | <b>BEI Professional Services-Interview Room Related Installation , Configuration, Testing &amp; Training</b> | \$750.00 | \$750.00   |

**Subtotal: \$7,025.00**

Warranty 1st Year

| Qty | Product Details                                                        | Price  | Ext. Price |
|-----|------------------------------------------------------------------------|--------|------------|
| 1   | <b>Remote Helpdesk Contract-Interview Room (1st Year Warranty) 9-5</b> | \$0.00 | \$0.00     |

**Subtotal: \$0.00**

Enhancement Options-iRecord NEXUS Cloud - Implementation & 1st Year

\* Optional

| Qty                                                            | Product Details                                                                             | Price    | Ext. Price |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------|------------|
| 1                                                              | <b>BEI Professional Services-Nexus Installation , Configuration, Testing &amp; Training</b> | \$750.00 | \$750.00   |
| <b>iRecord NEXUS Subscription *(Requires Signed Agreement)</b> |                                                                                             |          |            |
| 12                                                             | <b>iRecord NEXUS Cloud - Storage, Users &amp; Sharing - Subscription (Billed Annually)</b>  | \$325.00 | \$3,900.00 |

**\* Optional Subtotal: \$4,650.00**

## iRecord Interview Room Recording Solution (2-Room) Upgrade

### Prepared by:

#### Business Electronics

Rich Bartoli  
(203)741-9337  
Fax (203)741-9291  
rich.bartoli@beiinc.com

### Prepared for:

#### Mount Vernon Police Department

2 Roosevelt Square North  
Mount Vernon, NY 10550  
Juan Perez  
(914) 665-3262  
jperez@mountvernonny.gov

### Quote Information:

#### Quote #: QTRB101378

Version: 4  
Delivery Date: 08/06/2026  
Expiration Date: 09/30/2026

## Quote Summary

| Description                                                                      | Amount             |
|----------------------------------------------------------------------------------|--------------------|
| Core System-Software, Licensing & Hardware Upgrade                               | \$6,715.00         |
| Core Upgrade-Professional Services                                               | \$2,190.00         |
| Optional Other Hardware Upgrade (replacement of hardware purchased back in 2017) | \$7,025.00         |
| Warranty 1st Year                                                                | \$0.00             |
| <b>Total:</b>                                                                    | <b>\$15,930.00</b> |

## \*Optional Expenses

| Description                                                         | One-Time          |
|---------------------------------------------------------------------|-------------------|
| Enhancement Options-iRecord NEXUS Cloud - Implementation & 1st Year | \$4,650.00        |
| <b>Optional Subtotal:</b>                                           | <b>\$4,650.00</b> |

## Payment Options

| Description                                                                                  | Amount             |
|----------------------------------------------------------------------------------------------|--------------------|
| BEI Finance                                                                                  |                    |
| <b>BEI Finance 3 Yr. - Annual Payment - \$6,500.00 *Annual Maintenance billed separately</b> | <b>\$15,930.00</b> |

\* The information provided is a proposal and is subject to BEI credit approval. The proposal provides an approximate Annual payment for hardware, software and services based upon the contract type and term in months. Taxes, fees and insurance are not included. Any change in the amount financed will change this information. Pricing valid 30 days from the day quote is initiated.

Payment Schedule: \*(All Payments will be invoice and paid to BEI Holdings, Inc. 6 Capital Drive, Wallingford, CT 06492)

- 1st Year Payment \$6,500.00 (Down Payment)
- 2nd Year Payment \$6,500.00 (2027)
- 3rd Year Payment \$6,500.00 (2028) \*\$1.00 Buy Out at the end of the Lease

\*BEI finance Terms & Condition document must be signed and returned in order to process the order.

Signature below specifies that the above prices, specifications and conditions are satisfactory and are hereby accepted. The Seller is authorized to do the work as specified. Payment will be made as outlined, and I (the customer) agree to all conditions outlined in this quote.

## Business Electronics

Signature:   
Name: Rich Bartoli  
Title: Vice President  
Date: 08/06/2026

## Mount Vernon Police Department

Signature: \_\_\_\_\_  
Name: Juan Perez  
Date: \_\_\_\_\_



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

DWAYNE A. JONES  
*Commissioner*

RYAN ULIRCH  
*Deputy Commissioner*

July 21, 2026

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

Re: Transfer of Funds

Dear Honorable City Council Members:

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

| FROM                                                                 | AMOUNT       | TO                                                                     | AMOUNT      |
|----------------------------------------------------------------------|--------------|------------------------------------------------------------------------|-------------|
| A1490.401<br>Commissioner's Office:<br>Office Expense                | \$1,500.00   | A1490.407<br>Commissioner's Office:<br>Leasing, printing, &<br>copying | \$1,500.00  |
| A5120.447<br>Maintenance of Bridges:<br>Materials & Supplies         | \$25,000.00  | A1640.448<br>Motor Vehicle Control:<br>Car Wash                        | \$15,000.00 |
|                                                                      |              | A1640.458<br>Motor Vehicle Control:<br>Other Expense                   | \$10,000.00 |
| A8120.405<br>Sanitary & Storm Sewers:<br>Contracted Outside Services | \$25,000.000 | A8120.429<br>Sanitary & Storm<br>Sewers: Emergency<br>Sewer Repairs    | \$25,000.00 |

If this meets with the approval of Your Honorable Body, kindly have the necessary legislation enacted to transfer funds.

Respectfully,

*"The Jewel of Westchester"*



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

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

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

**DWAYNE A. JONES**  
*Commissioner*

**RYAN ULIRCH**  
*Deputy Commissioner*

Dwayne A. Jones  
DPW Commissioner

Cc: Comptroller's Office / File  
DJ/lp

*"The Jewel of Westchester"*



CITY OF MOUNT VERNON, NY  
DEPARTMENT OF RECREATION

SHAWYN PATTERSON-HOWARD  
*Mayor*

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

KATHLEEN WALKER-PINCKNEY  
*Commissioner*  
**ANDRÉ G. EARLY**  
*Deputy Commissioner*

May 27, 2026

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

**RE: Third Latino Festival – Hartley Park**

Dear Honorable Members of the City Council:

The Department of Recreation, in partnership with Miztli Culture Art & Music Inc, requests that the City Council adopt an ordinance allowing us to co-sponsor the Third Latino Festival. This event, scheduled for Saturday, August 15, 2026, from 10:00 am to 7:00 pm, will be held in Hartley Park.

The Third Latino Festival promises to be a vibrant celebration of diversity and community spirit. Its success here in our city brings a rich tapestry of traditions, art, music, and cuisine worldwide. From vibrant dance performances to engaging workshops that highlight various cultural practices, the event promotes a deeper understanding and appreciation among attendees. The event aims to transform the green space into a lively hub where people of all ages and backgrounds can come and share experiences in addition to celebrating the mosaic of cultures that enrich our society.

The department will assist in with providing tables and chairs. Recreation staff scheduled to be on-site will help with cleanup and garbage collection.

We appreciate your consideration in this matter.

Respectfully submitted,

Kathleen Walker Pinckney, Commissioner  
Department of Recreation

cc: André G. Early, Deputy Commissioner  
Mayor Shawyn Patterson-Howard  
City Clerk



City of Mount Vernon, NY

July 23, 2026

## SSD Approval

Record No. SE-26-40

**Status** Completed**Became Active** May 29, 2026**Type** Approval**Due Date** May 30, 2026**Assignee** Daniel DeBenedictis

---

### Record No: SE-26-40

Special Event Application - CURRENT

Status: Active

Submitted On: 5/27/2026

---

### Primary Location

No location

### Owner

No owner information

---

## Messages

**Daniel DeBenedictis** Internal

June 1, 2026 at 2:40 pm

I do not have any objections to the event. It is recommended that the sector car and supervisor give special attention to the area and be authorized to hire overtime at the expense of the organizer should the need arise. it is also recommended that auxiliary police be utilized if available.

---



City of Mount Vernon, NY

July 23, 2026

## Fire Department

Record No. SE-26-40

Status Completed

Became Active May 29, 2026

Type Approval

Due Date May 30, 2026

Assignee Teddy Beale

---

## Record No: SE-26-40

Special Event Application - CURRENT

Status: Active

Submitted On: 5/27/2026

---

## Primary Location

No location

## Owner

No owner information

---

## Messages

Teddy Beale

June 2, 2026 at 9:29 am

FDMV - Promoter to contact Fire Prevention to discuss occupancy and egress plans - 914-665-2611

Teddy Beale

June 2, 2026 at 9:30 am

FDMV has no further objections or concerns



## OEM Response

Record No. SE-26-40

**Status** Completed

**Became Active** May 29, 2026

**Type** Approval

**Due Date** May 30, 2026

**Assignee** Michael Montes

---

### Record No: SE-26-40

Special Event Application - CURRENT

Status: Active

Submitted On: 5/27/2026

---

### Primary Location

No location

### Owner

No owner information

---

## Messages

**Michael Montes**

June 15, 2026 at 11:55 am

The Office of Emergency Management (OEM) has no objection to the proposed event taking place.

All public safety protocols must be strictly adhered to and remain in full compliance with all applicable City ordinances, as well as local and New York State laws and regulations.

Please ensure all necessary safety measures, permits, and operational guidelines are followed accordingly.

---



City of Mount Vernon, NY

July 23, 2026

## Public Works Approval

Record No. SE-26-40

**Status** Completed**Became Active** June 8, 2026**Type** Approval**Due Date** None**Assignee** Ryan Ulrich

---

### Record No: SE-26-40

Special Event Application - CURRENT

Status: Active

Submitted On: 5/27/2026

---

### Primary Location

No location

### Owner

No owner information

---

## Messages

Ryan Ulrich Internal

June 8, 2026 at 2:37 pm

DPW to post no parking signs as necessary along Crary for food vendors to set up along the street.

---

WHEREAS, the City Council of Mount Vernon, New York, honors the life and legacy of MOTHER CAROLYN P. DAVIS; and

WHEREAS, MOTHER CAROLYN P. DAVIS peacefully entered into eternal rest on July 7, 2026, leaving behind a legacy of unwavering faith, compassionate service, and unconditional love for God, her family, and the Mount Vernon community; and

WHEREAS, throughout her life, Mother Davis faithfully served the Lord as a devoted member and leader at Church of God By Faith, Mount Calvary Apostolic Faith Church, and Allen Memorial Church of God in Christ, where she was known as a prayer warrior, mentor, and faithful servant whose kindness and encouragement touched countless lives. MOTHER CAROLYN P. DAVIS also dedicated many years of public service to the residents of Mount Vernon through her work with the Mount Vernon City School District and the Mount Vernon Housing Authority, while continuing her professional career at Calvary Hospital and serving her community as a Licensed Real Estate Agent and Notary Public; and

WHEREAS, together with her late husband, Elder Oscar Davis, Sr., she built a family grounded in faith, love, and service, leaving an enduring legacy through her children, grandchildren, extended family, church family, and all who were blessed to know her; and NOW, THEREFORE, be it

RESOLVED, on this 17th day of July 2026, we hereby honor the life and legacy of MOTHER CAROLYN P. DAVIS and expresses our deepest gratitude for her faithful service, steadfast leadership, and lasting contributions to the spiritual and civic life of our community. The City Council extends its heartfelt condolences to her family and loved ones and joins them in celebrating a life beautifully lived in service to God and others. Her example of faith, humility, and compassion will continue to inspire generations to come.

**A RESOLUTION ESTABLISHING THE STANDARD  
WORKDAYS AND REPORTING GUIDELINES  
FOR ELECTED AND APPOINTED OFFICIALS**

**BE IT RESOLVED** that the City of Mount Vernon, New York, hereby establishes the following as Standard Work Day and Reporting Resolution for Elected and Appointed Officials, listing a Record of Activities or a Recertification of the Record of Activities. The city will report the following to the New York State and Local Retirement System Pension Integrity Bureau, based on records maintained and submitted to the City Clerk

| TITLE               | NAME          | STANDARD<br>WORKDAY | TERM                    | RECORD OF<br>ACTIVITIES |
|---------------------|---------------|---------------------|-------------------------|-------------------------|
| City Council Member | André Wallace | 6.0                 | 01/01/2026 - 12/31/2029 | 15.37                   |

and be it further

RESOLVED, that this resolution shall take effect immediately.



**CITY COUNCIL**  
**CITY OF MOUNT VERNON**  
ONE ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
(914) 665-2352 · FAX (914) 668-6044

**CITY COUNCIL MEMBERS**

Derrick Thompson, President  
Jaevon Boxhill  
Cathlin B. Gleason  
Cynthia Turnquest - Jones  
André Wallace

---

August 12, 2026

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

Re: Revision of the Approved Ordinance for the Annual Observance and Celebration of Juneteenth.

Dear Honorable Body,

This letter comes to you to respectfully request the revision of the June 10, 2026 approved ordinance for the annual City-sponsored observance and celebration of Juneteenth - TMP 2165. The revised ordinance should reflect that the celebration will be annual on the third Saturday in June beginning on Friday, June 19, 2026, as opposed to annually on the 19<sup>th</sup> of June. In addition, it should be noted that the correspondence was submitted by the Legislative Assistant rather than the Secretary of the Real Estate Committee.

Juneteenth commemorates June 19, 1865, when enslaved African Americans in Galveston, Texas, were informed of their freedom, marking a significant milestone in our nation's history and the ongoing pursuit of liberty, equality, and justice. Today, Juneteenth serves as an opportunity to reflect upon our collective history, celebrate African American culture and achievements, and promote education and community engagement.

The establishment of an annual Juneteenth observance would provide the City of Mount Vernon with an opportunity to bring residents, community organizations, educational institutions, faith-based organizations, and local leaders together in celebration, reflection, and unity. The event may include cultural performances, educational programming, community recognition, historical presentations, and other activities that honor the significance of the day.

It is proposed that the City formally recognize and celebrate Juneteenth each year on the third Saturday in June, utilizing the occasion to commemorate the end of slavery in the United States, celebrate African American heritage, and encourage meaningful dialogue and community involvement. In the event that weather conditions impact any outdoor activities associated with the observance, the event will be held indoors at the Doles Recreation Center.

This annual recognition would further demonstrate Mount Vernon's commitment to honoring our shared history, celebrating diversity, and fostering a stronger and more inclusive community.

Respectfully submitted,

Legislative Assistant to the Mount Vernon City Council

**AN ORDINANCE ESTABLISHING AN ANNUAL  
CITY OF MOUNT VERNON OBSERVANCE  
AND CELEBRATION OF JUNETEENTH**

**Whereas**, in correspondence dated June 10, 2026, the Secretary of the Real Estate Committee formally requested authorization for the City of Mount Vernon to establish an annual City-hosted observance and celebration of Juneteenth, commencing on June 19, 2026, and to be held annually thereafter on June 19 in recognition of the historic significance of the holiday; and

**Whereas**, Juneteenth commemorates June 19, 1865, the date on which enslaved African Americans in Galveston, Texas, were informed of their freedom, more than two years after the issuance of the Emancipation Proclamation, marking a significant milestone in the history of the United States; and

**Whereas**, Juneteenth is recognized throughout the nation as a day to honor freedom, celebrate African American culture, heritage, and achievements, and reflect upon the continuing pursuit of liberty, equality, justice, and opportunity for all people; and

**Whereas**, the City of Mount Vernon values diversity, inclusion, civic engagement, and the preservation of history, and recognizes the importance of commemorating events that have shaped the nation and the local community; and

**Whereas**, an annual Juneteenth observance would provide an opportunity for residents, community organizations, educational institutions, faith-based organizations, local businesses, and public officials to come together in celebration, reflection, education, and unity; and

**Whereas**, such observance may include cultural performances, educational programs, historical presentations, community recognition ceremonies, youth activities, and other events that honor the significance of Juneteenth and promote community engagement; and

**Whereas**, the establishment of an annual City-hosted Juneteenth celebration will further demonstrate the City of Mount Vernon's commitment to honoring our shared history, celebrating cultural diversity, and fostering a stronger and more inclusive community;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mount Vernon, New York, as follows:

**Section 1. Title.** This Ordinance shall be known and may be cited as the **"Annual Juneteenth Observance and Celebration Ordinance."**

**Section 2. Establishment of an Annual Juneteenth Observance.** The City of Mount Vernon hereby establishes an annual City-hosted observance and celebration of Juneteenth, commencing on June 19, 2026, and to be held annually thereafter on June 19 in recognition of the historic significance of the holiday.

**Section 3. Purpose.** The purpose of the annual Juneteenth observance shall be to:

A. Commemorate the end of slavery in the United States and honor the significance of June 19, 1865;

B. Celebrate African American history, culture, heritage, achievements, and contributions;

C. Promote public education and awareness regarding the historical significance of Juneteenth;

4

D. Encourage civic participation, community engagement, and cultural understanding; and

E. Foster unity, inclusion, and mutual respect among all residents of the City of Mount Vernon.

**Section 4. Authorized Activities.** The City may organize, sponsor, coordinate, or support activities associated with the annual observance, including but not limited to:

- A. Cultural performances and artistic exhibitions;
- B. Educational programs, lectures, and historical presentations;
- C. Community recognition and award ceremonies;
- D. Youth and family-oriented activities;
- E. Faith-based and community-led commemorative programs;

and

F. Other events and activities deemed appropriate to honor the significance of Juneteenth.

**Section 5. Event Location and Weather Contingency.** The annual Juneteenth observance may be conducted at such locations as designated by the Mayor, City Council, or the appropriate City department.

In the event that inclement weather or other conditions adversely affect any outdoor activities associated with the observance, such activities may be relocated and conducted indoors at the Doles Recreation Center or another suitable City-designated facility.

**Section 6. Coordination and Implementation.** The Mayor and all appropriate City departments, offices, boards, and agencies are hereby authorized and directed to take all actions necessary to implement the provisions of this Ordinance and to coordinate with community organizations, educational institutions, faith-based organizations, and other stakeholders to facilitate the annual observance.

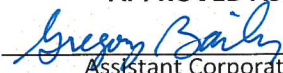
**Section 7. Funding.** The City Council may appropriate funds annually, subject to budgetary approval and availability, to support the planning, coordination, promotion, and implementation of the Juneteenth observance and related activities.

**Section 8. Severability.** If any clause, sentence, paragraph, subdivision, section, or part of this Ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

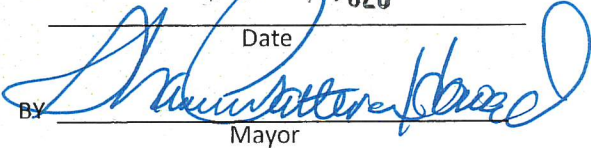
**Section 9. Effective Date.** This Ordinance shall take effect immediately upon its adoption by the City Council and filing in accordance with applicable law.

Vote Taken As Follows: 6/10/2026  
Boxhill: Yea Gleason: Yea  
Turnquest-Jones: Absent Wallace: Yea  
Thompson: Yea Ordinance Adopted

APPROVED AS TO FORM

  
Assistant Corporation Counsel

APPROVED  
JUN 11 2026

  
Date  
Mayor

  
Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

  
President

ATTEST:  
  
City Clerk



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  
cityofmountvernonyouthbureau@gmail.com  
HTTP://youthbureau.cmvny.com  
@mountvernonyb/ mv youthbureau

DEBBIE BURRELL-BUTLER, MBA  
*Executive Director*

DENA T. WILLIAMS, MPA  
*Deputy Director*

July 15, 2026

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

Dear Honorable Members of City Council:

This letter comes to respectfully request that the City Council to retroactively enact legislation that will enable the Mayor to enter into a Municipal Agreement with the City of White Plains in the amount of \$15,000, to support the Grandpa's United program that is offered through the Mount Vernon Youth Bureau for the contract period of December 1, 2025, through November 30, 2026.

The Grandpas United Program is an intergenerational program that will provide free mentoring by vetted The mission of Grandpas United™ is to give back to the community, connecting with and enriching the lives of Mt. Vernon youth aged 5-21. This intergenerational program provides informal group mentoring, one-on-one mentoring, ongoing activities and special events. Grandpas United also creates an environment to support Grandpas by sharing with one another their talents, skills and experiences to maintain their dignity, self-respect and self-worth.

Funds are to be accounted for in revenue code: A2229.8 and with appropriations in budget code: A7336.458

Should you require further information, please feel free to contact me on (914) 665-2344

Sincerely,

Dena T. Williams  
Deputy Director

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



**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  
cityofmountvernonyouthbureau@gmail.com  
HTTP://youthbureau.cmvny.com  
@mountvernonyb/ mv youthbureau

**DEBBIE BURRELL-BUTLER, MBA**  
*Executive Director*

**DENA T. WILLIAMS, MPA**  
*Deputy Director*

August 3, 2026

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 respectfully requests that the City Council enact legislation enabling the Mayor to enter into an agreement with the Westchester-Putnam Local Workforce Development Board, allowing the Mount Vernon Youth Bureau to accept funds of \$135,000 for the WDAY Program. This is a reimbursable grant which will serve 30 at-risk youth between the ages of 16-24 and commence on July 1<sup>st</sup>, 2026, to June 30<sup>th</sup>, 2027.

Workforce Development Academy for Youth (WDAY) is a year-round program that provides educational and employment services to eligible youth ages 16–24 through designated youth program operators throughout Westchester and Putnam Counties. The program provides resources and services to out-of-school youth (OSY) to help them achieve a high school equivalency diploma, explore career opportunities, enroll in higher education, and/or obtain employment. In addition, the following services are offered:

- Paid and Unpaid Work Experience
- Occupational Skills Training
- Leadership Development
- Education offered concurrently with Workforce Preparation
- Labor Market Information
- Adult Mentoring/ Counseling
- Follow-up & Supportive Services
- Financial Literacy
- Comprehensive Guidance and
- Entrepreneurial Skills Training

Funds are to be accounted for in revenue code A2229.8 and with appropriations in budget codes: A6295.101 (salaries), A6295.104 (part-time), A6295.402 (Travel Expense), A6295.405 (contracted outside services), A6295.458 (Misc.), and A6295.467 Program Supplies. This is a reimbursable grant and does not require any matching.

Should you require further information, please feel free to contact me at (914) 665-2347 or by email at [Dburrell@mountvernony.gov](mailto:Dburrell@mountvernony.gov).

Sincerely,



**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  
cityofmountvernonyouthbureau@gmail.com  
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@mountvernonyb/ mv youthbureau

**DEBBIE BURRELL-BUTLER, MBA**  
*Executive Director*

**DENA T. WILLIAMS, MPA**  
*Deputy Director*

*Debbie Burrell-Butler*

Debbie Burrell-Butler  
Executive Director, MBA

**Enclosed: Award Letter**

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

LEONARD G. TOWNES

Commissioner, Westchester County Department of Social Services

THOM KLEINER

Executive Director, Westchester-Putnam Workforce Development Board

SENT VIA EMAIL

July 20, 2026

Deborah Burrell-Butler, Executive Director  
City of Mount Vernon Youth Bureau  
One Roosevelt Square, Room 306  
Mount Vernon, NY 10550

Re: Contract for Workforce Development Academy for Youth (WDAY) 2025-2029

Dear Ms. Burrell-Butler,

I am pleased to inform you that the County of Westchester, on behalf of the Westchester-Putnam Local Workforce Development Board, intends to exercise an option with the Mt. Vernon Youth Bureau for the operation of WDAY. Under this agreement, the Mt. Vernon Youth Bureau will serve 30 youth at a cost of \$4,500 per participant, for a total contract amount of \$135,000.

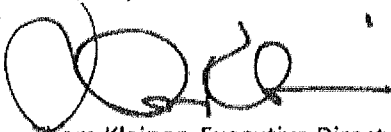
The term of this agreement will commence on or about July 1, 2026, and continue through June 30, 2027, unless terminated earlier in accordance with the provisions of the agreement. The County, at its sole discretion, may extend the TERM for up to two (2) additional one-year periods under the same pricing terms and conditions, with the understanding that the not-to-exceed cap may be adjusted annually based on available funding.

This funding is provided under the Workforce Innovation and Opportunity Act of 2014, PL 113-128, and its implementing regulations (WIOA). Please note that all funds must be expensed or incurred by June 30, 2027, as required under WIOA.

The proposed contract is subject to approval by the Westchester County Commissioner of Social Services, the Westchester County Board of Acquisition and Contract, and the Westchester County Attorney.

Congratulations, and welcome to the team! We look forward to a successful partnership in supporting Westchester's youth.

Sincerely,



Thom Kleiner, Executive Director

Cc: Elizabeth Oliveto, Mary Skirchak

The Westchester-Putnam Workforce Development Board (WPWDB) is comprised of leaders and staff of state and county government agencies, non-profits, public education, and the private sector who work together to strengthen the partnerships between business, education, and service providers within the "Career Center Network" to meet the needs for a skilled workforce. The WPWDB provides policy direction and program oversight to the Career Centers and workforce development programs in Westchester and Putnam counties.



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

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
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(914) 665-2344 – Fax: (914) 665-1373  
cityofmountvernonyouthbureau@gmail.com  
HTTP://youthbureau.cmvny.com  
@mountvernonyb/ mvnyouthbureau

DEBBIE BURRELL-BUTLER, MBA  
*Executive Director*

DENA T. WILLIAMS, MPA  
*Deputy Director*

August 4, 2026

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 respectfully requests that the City Council enact legislation enabling the Mayor to enter into an agreement with the New York State Office of Children and Family Services allowing the Mount Vernon Youth Bureau (MVYB) to accept funds of **\$20,000.00** for the Youth Bureau's **EmpowerMED** Program. The Program is scheduled to begin in February 2027 in partnership with the Mount Vernon Montefiore Medical Center and Albert Einstein, Bronx location.

The purpose of the EmpowerMED Program is to dramatically expand students' awareness of the diverse array of careers in medicine and healthcare beyond the most visible ones. This will be accomplished by interaction with professionals across the spectrum from surgeons and radiologists to epidemiologists, clinical lab scientists, respiratory therapists, and hospital administrators. Exposure of such career will help students find a potential fit they may never have known exists, especially in high demand, high growth, technical, and supportive roles. The MVYB alongside with the Montefiore Hospitals will create a structure immersive experience that levels the play field, which will provide 12 high school juniors and seniors with the confidence, vocabulary, and understanding to navigate through the medical field which aid in reducing barriers for first minority students.

Funds are to be accounted for in revenue code A3389.1 with appropriations in budget codes: A7340.104 (Salaries), A7340.402 (Travel), A7340.405 (Contracted Outside Services), A7340.407 (Leasing & Printing), A7340.458 (Misc.), A7340.467 (Program Supplies), A7340.803 (FICA). This is a reimbursable grant which requires no matching obligation.

Should you require further information, please feel free to contact me at (914) 665-2347 or by email at [Dburrell@mountvernony.gov](mailto:Dburrell@mountvernony.gov).

Sincerely,

*Debbie Burrell-Butler*

Debbie Burrell-Butler  
Executive Director, MBA



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

---

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

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**DEBBIE BURRELL-BUTLER, MBA**  
*Executive Director*

**DENA T. WILLIAMS, MPA**  
*Deputy Director*

**Enclosed: Award Letter**

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



## Office of Children and Family Services

KATHY HOCHUL  
Governor

DAMIA HARRIS-MADDEN, Ed.D., MBA, M.S.  
Commissioner

July 16, 2026

Debbie Butler  
City of Mount Vernon Youth Bureau  
One Roosevelt Square  
Mount Vernon, NY 10550

Dear Debbie Butler:

Congratulations! An Award has been established in the 2026-27 State Budget for your Agency to be administered by the New York State Office of Children and Family Services (OCFS). The award will become final upon funding approval and your successful completion of the contract process.

Your staff must work with OCFS to complete the contract development and execution process. Please keep the following things in mind as you proceed:

- **Keep this letter for reference.** It provides important information you will need and contact information for the OCFS staff who will assist you. Please share it with anyone in your organization who will be working on contract development.
- **Begin the contract development process immediately.** This is necessary to meet our goal of having an approved contract before the contract start date.
- If your grant is over \$50,000, once contract development is complete, the contract must be **approved by the Office of the New York State Comptroller (OSC)**. It will then be "fully executed" and you can begin to submit claims against the grant. A contract approval letter with instructions to start the claiming process will be sent when this has occurred.
- OCFS does **NOT** expect you to begin providing services without this contract being fully executed. If you choose to do so, you run the risk of incurring expenses that OCFS may not be able to pay. If you have any questions about this, please contact your OCFS Contract Manager listed at the end of this document.
- OCFS periodically schedules Webex presentations on pre-contract requirements, contract development and claim development that can help you with the contracting process. If you are not able to attend a session or there is not one scheduled, you may use the reference material on the website. Although it was developed for paper based contracting the information is the same and pertains to the online contract development process. Find more information at: <https://ocfs.ny.gov/main/contracts/grants>

### Award Information

Please note that your grant cannot be claimed against until your contract is successfully developed and approved (as described above). Here is your contract award information:

|                         |                |               |        |
|-------------------------|----------------|---------------|--------|
| Contract Number:        | TM13502        | Award Number: | LA6727 |
| Earliest Date to Start: | April 1, 2026  |               |        |
| Latest Date to Start:   | March 31, 2027 |               |        |
| Total Contract Value:   | \$20000        |               |        |

Please note that although your grant cannot start earlier than the date stated above, it must start on or before the latest date to start listed above.

SFY 2026-2027 LEGISLATIVE INITIATIVE FORM

TM13502  
LA6727  
\$20K

**Legal Name, Address, and Telephone Number:**

CITY OF MOUNT VERNON YOUTH BUREAU  
1 ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
(914) 665-2344

**Project Title:**

EMPOWER MED PROGRAM

**Amount of Legislative Initiatives Funded for SFY 2026-2027:**

\$20,000

**Purpose of Project:**

FUNDS WILL BE USED FOR THE SUMMER YOUTH TRAINING PROGRAM.

**Project Director:**

DEBBIE BUTLER  
DBURRELL@CMVNY.COM

**Requested By:**

PRETLOW

**Name of Administering State Agency:**

OFFICE OF CHILDREN AND FAMILY SERVICES

Received  
BCM  
7/13/2026



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

Kevin Holt  
*Fire Commissioner*  
**Theodore W. Beale Jr.**  
*Deputy Fire Commissioner*  
**Juan A. Peralta**  
*Chief of Operations*

**THROUGH OFFICE OF THE MAYOR**

July 17, 2026

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

RE: Contract Alpine Software Corporation Inc

Dear City Councilmembers;

The Fire Administration is requesting retroactive authorization and approval for the Mayor to enter into a renewal of the agreement with Alpine Software corporation Inc, to provide the RedAlert Records Management System Software to the Mount Vernon Fire Department. This is an annual agreement which shall be effective July 1, 2026 through June 30, 2027. The amount of **\$11,941.28** will provide the Cloud Hosting computer-aided dispatch (CAD) to the Fire department's Fire Alarm Bureau (FAB) dispatching.

**A3410.203 Maintenance to Equipment                      \$11,941.28**

  
Theodore W. Beale  
Deputy Fire Commissioner

*"The Jewel of Westchester"*





**MOUNT VERNON POLICE DEPT**  
**DEPARTMENT OF PUBLIC SAFETY**  
ROOSEVELT SQUARE -MOUNT VERNON, NY 10550

P - (914) 665-2500

**SHAWYN PATTERSON-HOWARD**  
MAYOR

**MARCEL OLIFIERS**  
ACTING COMMISSIONER/CHIEF OF OPERATIONS  
**GREGORY ADDISON**  
DEPUTY CHIEF

July 22, 2026

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

**RE: 2026 NATIONAL NIGHT OUT EVENT**

Honorable Councilmembers:

This Department of Public Safety requests the Honorable Members of the City Council enact legislation that would enable the department to host its annual **National Night Out** event on Tuesday August 4, 2026 from 5:00pm to 8:00pm at Hartley Park located at 215 Gramatan Avenue, Mount Vernon, NY 10550.

National Night Out is designed to heighten crime and drug prevention awareness, generate support for local anti-crime efforts, strengthen neighborhood spirit and police-community partnerships and send a message to criminals letting them know neighborhoods are committed to stopping crime. Community/business support and donations make this event possible and very successful in Mount Vernon.

This community event is held annually across the country and is held on the first Tuesday of August from 5:00pm to 8:00pm. In Mount Vernon we hold the event at Hartley Park, if in the event of bad weather then it is held the day after. We ask that the City Council memorialize National Night Out to occur in perpetuity so it can always be celebrated into the future for the community.

Should this request meet with your approval, we kindly ask that legislation be enacted to grant authorization for this event and in perpetuity for the first Tuesday of August each and every year.

Sincerely,

A handwritten signature in black ink, appearing to read "Marcel Olifiers", is written over the word "Sincerely,".

Marcel Olifiers  
Acting Commissioner/Chief of Operations

**LOCAL LAW NO. \_\_ OF 2026**

**A LOCAL LAW AMENDING THE CODE OF THE CITY OF MOUNT VERNON, ARTICLE I, SECTION 256 OF THE VEHICLE AND TRAFFIC LAW ESTABLISHING PENALTIES FOR DOUBLE PARKING**

**BE IT ENACTED** by the City Council of the City of Mount Vernon, in regular session convened, as follows:

**Section 1. Title.** This Local Law shall be known and may be cited as “A Local Law Amending the Code of the City of Mount Vernon, Article I, Section 256 of the Vehicle and Traffic Law Establishing Penalties for Double Parking.”

**Section 2. Legislative Findings and Purpose.**

**WHEREAS**, the City Council of the City of Mount Vernon hereby finds that double parking impedes traffic flow, obstructs emergency response, increases crash risk, and creates significant congestion in the downtown business district.

**WHEREAS**, the City Council further finds that illegal parking by very heavy commercial vehicles causes an outsized impact on traffic operations, street safety, and roadway wear.

**NOW, THEREFORE, BE IT ENACTED** by the City Council of the City of Mount Vernon as follows:

**Section 3. Amendment of Chapter 256, Article I, Section 15.**

Section 256-15 of the Code of the City of Mount Vernon is hereby amended, adding Section 256-15.1 to read as follows:

§ 256-15.1 Double parking; penalties.

A. Prohibition.

No person shall stop, stand, or park a vehicle alongside or adjacent to another vehicle that is stopped, standing, or parked at the curb, edge of roadway, or otherwise lawfully occupying a parking position, in a manner commonly known as double parking, except when directed by a police officer, traffic control officer, or other duly authorized official, or when necessary to avoid an immediate hazard.

B. Standard citywide penalty.

Except as provided in Subsection C of this section, any person who violates this section shall be subject to a progressive fine structured as follows:

(a) For a first offense, by a fine of fifty dollars (\$50);

(b) For a second offense committed within a period of eighteen (18) months, by a fine of one hundred dollars (\$100); and

(c) For a third or subsequent offense committed within a period of eighteen (18) months, by a fine of two hundred fifty dollars (\$250).

C. Downtown enhanced penalty zone.

Notwithstanding Subsection B of this section, any person who commits a violation of this section within the downtown area of the City of Mount Vernon shall be subject to a fine of one hundred dollars (\$100) for a first offense, and two hundred fifty dollars (\$250) for any second or subsequent offense committed within a period of eighteen (18) months.

D. Downtown area defined.

For purposes of this section, the downtown area shall mean the area bounded as follows:

(1) the centerline of Lincoln Avenue to the north;

(2) the centerline of Park Avenue to the east;

(3) the centerline of 3rd Street to the south; and

(4) the western curb of 6th Avenue to the west.

E. Additional remedies.

A vehicle found in violation of this section may also be subject to towing, removal, booting, or other lawful enforcement action where otherwise authorized by law or ordinance.

**Section 4. Amendment of Article I, Chapter 256, Section 11.**

Section 256-11 of Chapter 256 of the Code of the City of Mount Vernon, concerning overnight parking of commercial vehicles, is hereby amended by adding a new subsection to the penalties provision to read as follows:

§ 256-11E(3) Enhanced penalty for certain heavy commercial vehicles.

Notwithstanding any other provision of this Code, any commercial vehicle parking violation under this chapter involving a commercial vehicle with a gross

vehicle weight rating in excess of twenty-six thousand pounds (26,000 lbs.) shall be punishable by a progressive fine structured as follows:

(a) For a first offense, by a fine of one hundred fifty dollars (\$150);

(b) For a second offense committed within a period of eighteen (18) months, by a fine of three hundred dollars (\$300); and

(c) For a third or subsequent offense committed within a period of eighteen (18) months, by a fine of four hundred fifty dollars (\$450), or the maximum amount permitted under the Vehicle and Traffic Law of the State of New York, whichever is less.

For purposes of this subsection, gross vehicle weight rating or GVWR shall mean the manufacturer's assigned gross vehicle weight rating for the vehicle, whether appearing on the registration, door placard, vehicle identification label, or other competent proof customarily relied upon in vehicle enforcement.

**Section 5. Construction with existing law.** This local law shall supplement existing parking and traffic enforcement provisions in Chapter 256. Where any provision of this local law imposes a more specific or more restrictive penalty, that provision shall govern.

**Section 6. Severability.** If any clause, sentence, paragraph, subdivision, section, or part of this local law, or the application thereof to any person, firm, corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part thereof, or in its application to the person, individual, firm, corporation, or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

**Section 7. Effective date.** This Local Law shall take effect immediately upon filing with the Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

**AN ORDINANCE TO AMEND CHAPTER 238 THE  
CODE OF THE CITY OF MOUNT VERNON TO  
ESTABLISH NEW MEMBERSHIP REQUIREMENTS  
FOR THE TAXICAB COMMISSION**

**WHEREAS**, the City of Mount Vernon seeks to update the membership requirements for the Taxicab Commission; and

**WHEREAS**, the City Council has received feedback from current members of the Taxicab Commission; and

**WHEREAS**, the City Council finds this amendment to be in the best interest of City residents and the taxicab industry at large;

**NOW, THEREFORE**, the City of Mount Vernon, in City Council convened, does hereby ordain, and enact:

**Section 1. Amendment to City Code Chapter 238, §238-2.** Chapter 238, §238-2 of the City Code of the City of Mount Vernon is hereby amended as follows:

§ 238-2 Members.

The Taxicab Commission shall consist of nine members. The ex officio members of the Commission shall be the Police Commissioner or Deputy Police Commissioner or his/her designee, the City Clerk and the City Director of Weights and Measures for a permanent term. The Mayor shall recommend two members of the Commission, of which one member of the Commission shall be a representative of the taxi industry and one shall be from the business community, for a term of two years. The City Council shall appoint four members, one of which shall be a representative from a consumer group, two from community advocacy groups, ~~[one shall be a person who is physically challenged, and one shall be a duly licensed and admitted attorney]~~ and one who shall have ten (10) or more years of experience in the taxicab industry to chair the Commission for a term of three years. All such members shall serve without salary and at the pleasure of the City Council.

**Section 2. Severability.** If any clause, sentence, paragraph, section, or part of this Ordinance shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, or part directly involved.

**Section 3. Effective Date.** This Ordinance shall take effect immediately upon its adoption by the City Council and filing as required by law.

New Matter Underlined

~~Deleted Matter in Brackets [ ]~~

**AN ORDINANCE AMENDING CHAPTER 256 OF THE CODE  
OF THE CITY OF MOUNT VERNON TO AUTHORIZE A  
SCHOOL BUS STOP-ARM CAMERA PROGRAM AND  
IMPOSING PENALTIES FOR VIOLATIONS**

**WHEREAS**, § 1174-A of the New York State Vehicle and Traffic Law (“the VTL”) requires vehicle operators approaching from the front or rear to stop for school buses displaying flashing red signals and an extended stop arm when they have halted to receive or discharge passengers; and

**WHEREAS**, New York State authorized school districts and municipalities to use school bus-stop arm cameras beginning in 2019; and

**WHEREAS**, the City of Mount Vernon (“the City”) desires to update Chapter 256, entitled “Vehicles and Traffic,” Article I. Speed limits; penalties for offenses, §256-5 to add guidelines for a demonstration program imposing monetary liability on the owner of a vehicle for failure to comply with § 1174-A of the VTL; and

**WHEREAS**, the City also desires to update Chapter 256-27 to add definitions pertaining to the demonstration program; and

**WHEREAS**, through the implementation of this amended chapter, the City, in collaboration with the Mount Vernon School District (hereinafter "District"), will be empowered to install and use photo violation monitoring equipment on school buses to effect the purposes of §1174 of the VTL; **NOW, THEREFORE**, the City of Mount Vernon, in City Council convened, does hereby ordain and enact as follows:

**Section 1. § 256.27 Definitions**

The terms used in this Chapter shall have the meanings ascribed to them below:

(a) CODE: City of Mount Vernon School District Municipal Code;

(b) DATA: Any photographs, microphotographs, videotapes, or other recorded images and data produced by the school bus photo violation monitoring system;

(c) DEMONSTRATION PROGRAM: The use of photo violation monitoring equipment placed on school buses throughout the City of Mount Vernon to impose monetary liability on the owner of a vehicle for failure to comply with § 1174 of the VTL.

(d) MUTCD: The manual and specifications for a uniform system of traffic control devices maintained by the Commissioner of Transportation pursuant to § 1680 of the VTL.

(e) OWNER: Any person, corporation, partnership, firm, agency, association, lessor, or organization who at the time of the issuance of a notice of violation in which a vehicle is operated: (1) Is the beneficial or equitable owner of such vehicle; or (2) Has title to such vehicle; or (3) Is the registrant or co-registrant of such vehicle which is registered with the Department of Motor Vehicles of the State of New York or any other state, territory, District, province, nation or other jurisdiction; or (4) Uses such vehicle in its vehicle-renting and/or leasing business; or (5) As defined by § 128 or § 2101 of the VTL.

(f) SCHOOL BUS: A passenger vehicle having a seating capacity of more than seven passengers, used primarily to transport pupils, teachers, and other persons

acting in a supervisory capacity to and from school or school activities, as provided in subdivisions 20 and 21-c of § 375 of the VTL.

(g) SCHOOL BUS COMPANY: The City of Mount Vernon School District, or an entity contracted by the City of Mount Vernon School District to provide school buses to the City of Mount Vernon School District.

(h) SCHOOL BUS PHOTO VIOLATION MONITORING SYSTEM (or SYSTEM): A device or system of devices that is capable of operating independently of an enforcement officer, which is installed to work in conjunction with a school bus stop-arm and which automatically produces two or more photographs, microphotographs, a videotape or other recorded images of a vehicle at the time it is used or operated in violation of § 1174(a) of the VTL.

(i) STATE: The State of New York.

## **Section 2. § 256.5.1 Traffic control photo violation monitoring system**

### **Agreements and Authorizations.**

(a) Prior to commencing a demonstration program pursuant to this Code, the City shall be required to enter into an agreement with the District for the maintenance, installation and use of the system on school buses and for the proper handling and custody of data produced by such monitoring system. The agreement shall also include the forwarding of such data produced by the system to the City.

(b) The City shall bear the total cost of the installation, maintenance, and use of the system. The agreement shall state that the City may contract with a provider for the installation and maintenance of the system and the administration of the demonstration program such that the demonstration program is substantially without cost to the District. The agreement may provide for the terms and conditions of payment to the District for costs incurred by the District in participating in the demonstration program, and the method of such payment, subject to the provisions of § 1174-a(a)(1-b) of the VTL. The Agreement shall require the District to provide any report required of the District by § 1174-a of the VTL to the state or any official thereof;

(c) Pursuant to § 1174-a(a)(3)(i) of the VTL, the District shall be prohibited from accessing any photographs, microphotographs, videotapes, other recorded images and data from the system but shall provide, for the proper handling and custody of such photographs, microphotographs, videotapes, other recorded images and data produced by the system, and for the forwarding of such photographs, microphotographs, videotapes, other recorded images and data to the City, the City's contracted provider or the court for the purpose of determining whether a motor vehicle was operated in violation § 1174(a) of the VTL and imposing monetary liability on the owner of such motor vehicle therefor.

(d) Any agreement entered into for the demonstration program between the City and the District under this Code must be approved by a majority vote of the Common Council and by resolution of the District. Both the City and District shall have the ability to withdraw from such agreement on thirty (30) days' written notice to the other signatories of the agreement. The agreement between the City and the District shall provide that any image or

images captured by the system shall be inadmissible in any disciplinary proceeding convened by the District or any school bus contractor thereof, and any proceeding initiated by the New York State Department of Transportation involving licensure privileges of school bus operators.

**Privacy and Notification.**

(a) The system shall be mounted on a school bus and shall be directed outwardly from such school bus to capture images of vehicles operated in violation of § 1174 of the VTL; images produced by such devices shall not be used for any other purpose.

(b) The City, District, and any school bus company shall enforce measures to protect the privacy of information captured by the system, including the identity of the passengers and the contents of the vehicle. The City shall establish regulations in accordance with § 1174-a(a)(4) of the VTL to ensure privacy protections for drivers, passengers, pedestrians, and cyclists. Such measures shall include:

(i) Utilization of necessary technologies to ensure, to the extent practicable, that photographs produced by such school bus photo violation monitoring systems shall not include images that identify the driver, the passengers, the contents of the vehicle, pedestrians and cyclists; provided, however, that no notice of liability issued pursuant to this section shall be dismissed solely because a photograph or photographs allow for the identification of the 4 contents of a vehicle, provided that the City, has made a reasonable effort to comply with the provisions of this subsection;

(ii) Prohibition on the use or dissemination of vehicles' license plate information and other information and images captured by school bus photo violation monitoring systems except (1) as required to establish liability under this section or collect payment of penalties; (2) as required by court order; or (3) as otherwise required by law;

(iii) The installation of signage in conformance with standards established in the MUTCD at each roadway entrance of the jurisdictional boundaries of the City giving notice that school bus photo violation monitoring systems are used to enforce restrictions on vehicles violating § 1174 of the VTL; and

(iv) Oversight procedures to ensure compliance with the aforementioned privacy protection measures.

(c) Data produced by the system shall be destroyed:

(i) Ninety days after the date of the alleged imposition of liability if a notice of liability is not issued for such alleged imposition of liability pursuant to § 1174-a of the VTL; or

(ii) Upon the final disposition of a notice of liability issued pursuant to § 1174- a of the VTL.

**Owner Liability.**

(a) The owner of a vehicle shall be liable for a penalty imposed pursuant to this chapter if such vehicle was used or operated with the permission of the owner, express or implied, in violation of § 1174(a) of the VTL and such violation is evidenced by information obtained from a school bus

photo violation monitoring system; provided, however, that no owner of a vehicle shall be liable for a penalty imposed pursuant to this chapter where the operator of such vehicle has been convicted of the underlying violation of § 1174(a) of the VTL. For purposes of this chapter, there shall be a presumption that such vehicle was used and operated with the consent of the owner at the time it was used and operated in violation of § 1174(a) of the VTL. (b) A certificate, sworn to or affirmed by a technician employed by the City, or a facsimile thereof, based upon the inspection of the photographs, microphotographs, videotape or other recorded images produced by a school bus photo violation monitoring system, and other documents or declarations pertaining to inspections by the department of transportation, shall be prima facie evidence of the facts contained therein. Such certificate, or a facsimile thereof, shall provide the identification number of the system which recorded the violation, a statement confirming that at the time such violation was recorded by such system, such system was installed on a school bus marked and equipped as provided in 5 Subdivisions (20) and (21-c) of § 375 of the VTL as evidenced by a valid certificate of inspection issued to such school bus by the State Department of Transportation pursuant to § 140 of the Transportation Law and the safety rules and regulations promulgated thereunder, and the registration number of the school bus to which such system was attached. Any photographs, microphotographs, videotape or other recorded images evidencing such a violation shall include a recorded image of the outside of the motor vehicle involved in such violation, the registration number of such vehicle, at least one activated school bus stop-arm, and an electronic indicator or indicators showing the activation of the flashing red signal lamps of the school bus to which the school bus photo violation monitoring system producing such photographs, microphotographs, videotape or other recorded images was installed at the time such violation occurred, and shall be available for inspection in any proceeding to adjudicate the liability for such violation. (c) An owner that is found to be liable for a violation of § 1174(a) of the VTL through § 1174-a of the VTL, shall be liable for the following: (i) First offense within an eighteen-month period: \$250. (ii) Second offense within an eighteen-month period: \$275. (iii) Third or subsequent offense within an eighteen-month period: \$300. (iv) An additional penalty of \$25 for each violation for the failure to respond to a notice of liability within the prescribed time period. (d) An imposition of liability under this Code section shall not be deemed a conviction as an operator and shall not be made part of the operating record of the person upon whom liability is imposed, nor shall it be used for insurance purposes. (e) A notice of liability shall: (i) Be prepared and mailed by the City or by any other entity authorized by the City to prepare and mail such notification of liability, and be sent by first class mail to each person alleged to be liable as an owner for a violation of § 1174(a) of the VTL. Personal delivery shall not be required. A manual or automatic record of mailing prepared in the ordinary course of business shall be prima facie evidence of the facts contained therein; (ii) Contain the name and address of the person alleged to be liable as an owner for a violation of § 1174(a). It shall also have the registration number of the vehicle involved in such violation, the location of the violation, the date and time of the violation, the identification number of the system that recorded the violation and the registration number of the school bus on which the system that recorded the video was installed; and 6 (iii) Contain information advising the person accused of

liability of the manner and the time in which he or she may contest the liability alleged in the notice. Such notice of liability shall also contain a warning advising persons accused of said liability that failure to contest in the manner and time provided shall be deemed an admission of liability and that a default judgment may be entered against them. (f) The City may, during the first thirty-day period in which the system is in operation pursuant to state law and this Code section, issue a written warning in lieu of a notice of liability for failure of operators to comply with § 1174 of the VTL when meeting a school bus marked and equipped as provided in Subdivisions 20 and 21- c of § 375 of the VTL. Sec 8-7-6. Adjudication of Liability. (a) The City Court of White Plains shall have the authority to adjudicate violations of § 1174(a) of the VTL pursuant to § 1174-a(h) of the VTL; (b) If an owner charged with a violation of § 1174(a) of the VTL and contests such allegation of liability, the City or the City's contracted provider shall advise such person by first class mail of the date and time of a hearing at which they must appear. Such notice shall contain a warning to advise the person to appear on the date designated; adjourn the date if needed; and that failure to do one or the other shall be deemed an admission of liability, and default judgment may be entered thereon; (c) Penalties paid pursuant to this chapter shall be general revenues of the City and shall be paid to, and recorded by, the City accordingly.

#### **Defenses from Liability.**

(a) If an owner receives a notice of liability for any time period during which the vehicle was reported to the police as having been stolen, it shall be a valid defense to an allegation of liability for a violation of § 1174(a) of the VTL, during the time that the vehicle had been reported to the police as stolen through the time it had been recovered. For purposes of asserting the aforementioned defense, it shall be sufficient to show a certified copy of the police report on the stolen vehicle sent by first class mail to the City.

(b) It shall also be a defense to any prosecution for a violation of § 1174(a) of the VTL that such school bus stop-arms were malfunctioning at the time of the alleged violation.

(c) An owner who is a lessor of a vehicle to which notice of liability was issued pursuant to § 1174-a of the VTL shall not be liable for the violation of § 1174(a) of the VTL, provided that he or she sends to the City a copy of the rental, lease, or other such contract document covering such vehicle on the date of the violation, 7 with the name and address of the lessee clearly legible, within 37 days after receiving notice from the City of the date and time of such violation, together with the other information contained in the original notice of liability. Failure to send the information listed above within the thirty-seven-day period shall render the owner liable for the penalty prescribed in this Code section. Where the lessor complies with this section, the lessee of such vehicle on the date of such violation shall be deemed to be the owner of such vehicle for the purpose of this Code section, the lessee shall be subject to liability pursuant to § 1174-a of the VTL, and the lessee shall be sent a notice of liability pursuant to § 1174-a of the VTL.

(d) There shall be a presumption of an owner's authorization of an operator's use of such vehicle at the time the operator failed to comply with § 1174 of the VTL. However, if the owner that is liable for a violation

of § 1174(a) of the VTL was not the operator of the vehicle at the time of the violation, the owner may maintain an action for indemnification against the operator. Notwithstanding any contrary provision, no owner of a vehicle shall be subject to a monetary fine imposed pursuant to this Code if the operator of such vehicle was operating such vehicle without the consent of the owner. Sec 8-7-8. City Reporting Requirements. The City shall prepare and submit an annual report on the results of the use of the system to the Governor, the Temporary President of the Senate, and the Speaker of the Assembly on or before June 1 of each year in which the demonstration program is operable. A copy of such report shall be provided to the Commissioner of the White Plains Police Department as well. Such report shall contain the information described in, and shall be created and sent in conformance with, § 1174- a(m) of the VTL.

**Section 3. Severability.** If any section, subsection, clause, or provision of this ordinance shall be adjudged invalid or unconstitutional, such determination shall not affect the validity of the remaining portions of this ordinance.

**Section 4. Effective Date.** This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.

New matter underlined

Deleted matter in brackets [ ]

**LOCAL LAW NO. \_\_ OF 2026**

**A LOCAL LAW AMENDING ARTICLE XIII, §162 OF THE  
CHARTER OF THE CITY OF MOUNT VERNON TO ADJUST THE  
TAX LIEN SALE DATE DEADLINE AND REQUIRE POST-SALE  
NOTICE TO PROPERTY OWNERS AND MORTGAGEES BY TAX  
LIEN PURCHASERS**

**BE IT ENACTED** by the City Council of the City of Mount Vernon, in regular session convened, as follows:

**Section 1. Title.** This Local Law shall be known and may be cited as “A Local Law Amending Article XIII, §162 of the Charter of the City of Mount Vernon to Adjust Tax Lien Sale Date Deadline and Require Post-Sale Notice to Property Owners and Mortgagees by Tax Lien Purchasers.”

**Section 2. Legislative Findings and Purpose.**

**WHEREAS**, this proposed legislation is intended to provide flexibility for the date of the Annual Tax Lien Sale date by providing more time to prepare the delinquency list and to strengthen transparency, fairness, and due process protections within the City’s tax lien sale framework; and

**WHEREAS**, the current Charter authorizes the sale of tax liens upon publication notice, it does not require that property owners and mortgagees receive direct notice after such liens have been transferred to private purchasers; and

**WHEREAS**, the proposed amendment addresses these gaps by allowing more time beyond the fourth Tuesday in June to hold the first Tax Lien Sale each year, but ensuring a tax lien sale is held prior to December 31st each year; and

**WHEREAS**, this change will provide the flexibility of more time to prepare the delinquent tax list yet ensure availability for an annual sale; and

**WHEREAS**, this approach is consistent with best practices adopted in other municipalities and reflects a balanced policy that protects property owners while maintaining the integrity and marketability of the City’s tax lien program.

**NOW, THEREFORE, BE IT ENACTED** by the City Council of the City of Mount Vernon as follows:

**Section 3: Amendment of the City Charter, Article XIII, Section 162**

**§ 162-a. Sales of tax liens; proceedings.**

“In each year at least once prior to December 31 [not later than the last Tuesday of June], whenever any tax of lands or tenements or any portion thereof or any assessments on lands or tenements for local improvements, . . . be sold at public

auction at a day and place therein to be specified, [but not later than the last Tuesday of June of each year], for the lowest rate of interest, . . . for one year shall be withdrawn from the said sale.”

#### **§ 162-h – Rights and Responsibilities of Purchaser of Tax Liens**

The aggregate amount of each tax or assessment lien transferred pursuant to this article shall be due three years from the date of the sale. Until such aggregate amount is fully paid and discharged, the holder of the transfer of tax or assessment lien shall be entitled to receive interest on the aggregate amount from the date of sale, semiannually on the first day of January and July, at the rate which the purchaser shall have bid.

Notwithstanding the foregoing, within thirty (30) days after the completion of the tax lien sale and the transfer of the tax lien as recorded by the Comptroller, the purchaser of such tax lien shall provide written notice of such purchase as set forth herein.

No holder of a transfer of tax lien shall commence or maintain an action to foreclose such tax lien unless the notice requirements set forth in this section, as amended, have been fully satisfied.

Such post-sale notice by the purchaser shall be provided as follows:

- (a) The purchaser shall give notice to each owner and mortgagee of record of the property affected by the tax lien.
- (b) Such notice shall be sent by certified or registered mail, return receipt requested, to the names and addresses as they appear on the City tax rolls and, if different, as they appear in deeds and mortgages recorded with the Westchester County Clerk.
- (c) The notice shall include:
  - (i) a copy of the transfer of tax lien issued by the City;
  - (ii) the total amount due under the tax lien;
  - (iii) the date upon which the next interest payment is due and the amount of such payment; and
  - (iv) a statement that failure to make required interest payments or to redeem the tax lien within three (3) years from the date of sale may result in foreclosure by the holder of the tax lien.
- (d) An affidavit of service or other proof of mailing shall be maintained by the purchaser and made available upon request and in any foreclosure proceeding.

At the option of the holder of any transfer of tax or assessment lien, the aggregate amount thereof shall become due and payable after default in the payment of interest for 90 days or after default for one year after the delivery of the transfer of tax lien, in the payment of any taxes or assessments which became

a lien on and after the day of the date mentioned in the advertisement of the sale stated therein, of the tax or assessment lien transferred by such transfer of tax lien, except that in the event that the City of Mount Vernon becomes the owner of a tax or assessment lien, the aggregate amount thereof shall become due and payable after default in the payment of interest for 90 days or after default for 30 days in the payment of any tax or assessment, which became a lien on said property after the date of the tax lien sold.

Proof of compliance with the post-sale notice provisions of this section shall be a condition precedent to foreclosure and must be established by clear and convincing evidence in any foreclosure action.

Any person having a legal or beneficial interest in property affected by a transfer of tax or assessment lien may satisfy the same before maturity upon giving 10 days' notice in writing to the holder thereof of the day on which payment will be made and upon payment of the principal with interest at the rate bid to a time two months after the date so fixed for payment.

**Section 4. Severability.** If any clause, sentence, paragraph, subdivision, section, or part of this local law, or the application thereof to any person, firm, corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part thereof, or in its application to the person, individual, firm, corporation, or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

**Section 5. Effective date.** This Local Law shall take effect immediately upon filing with the Secretary of State in accordance with the provisions of the Municipal Home Rule Law.

New matter underlined

Deleted matter in [brackets]