

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

Monday, May 6, 2024

7:00 PM

City Council Chambers

City Council Work Session

TANESIA M. WALTERS, J.D., M.P.A.
City Clerk

NICOLE J. BONILLA, M.B.A.
Deputy City Clerk

LEGISLATION AND PUBLIC WORKS

1. V. Ferrandino: Comments on Proposed Procurement Policy Amendment

Code: LPW

Attachments: [Ferrandino email Adoption of City of Mount Vernon Updated Procurement Policy.pdf](#)

2. **Management Services:** Department of Management Services: An ordinance authorizing the "Extension of a Proposal Submission Deadline for Audio-Visual Solution Installation in City Facilities"

Code: LPW

Attachments: [AV RFP Revision to proposal end date.pdf](#)

3. **Public Works:** Department of Public Works: An ordinance authorizing the release of a Request for Qualification ("RFQ") for the creation of a list of qualified environmental/sustainability consultants.

Attachments: [RFQ Sustainability Consultant.pdf](#)

4. **Public Works:** Department of Public Works: ADA Accessible Elevator at Memorial Field

Code: LPW

Attachments: [Referral Letter - ADA Accessible Elevator](#)

5. **City Clerk:** City Council: An ordinance authorizing the allocation of funds for Councilwoman Danielle Browne's attendance at the 2024 New York Conference of Mayors and Municipal Officials (NYCOM) Annual Membership Conference (May 15-17, 2024)

Code: LPW

Attachments: [NYCOM Annual Membership Conference 2024.pdf](#)
[NYCOM - 2024 Annual Meeting Agenda.pdf](#)

6. **City Clerk:** Office of the City Clerk: A Resolution appointing Nicole J. Bonilla as Deputy City Clerk for the City of Mount Vernon

Code: LPW

Attachments: [Deputy City Clerk Appt.pdf](#)

HUMAN RESOURCES

7. **Mayors Office:** Office of the Mayor: An ordinance authorizing the Mayor to enter into an agreement for the purchase of four (4) passenger buses from Don Brown Bus Sales, Inc.

Code: HR

Attachments: [Legislation - 4 Passenger Buses 2024.pdf](#)

8. **Youth Bureau:** Youth Bureau: An ordinance authorizing attendance for five (5) Aviation Academy Participants to visit the BITTS Headquarters in Miami, FL (May 23, 2024).

Code: HR

Attachments: [Referral to DC- R4L for 3 people for 3 days.pdf](#)

PUBLIC SAFETY AND CODES

9. Town of Eastchester: Zoning Board of Appeals Legal Notice for a public hearing on May 14, 2024

Code: PSC

Attachments: [Town of Eastchester.pdf](#)

10. **Building:** Department of Buildings: An ordinance authorizing Commissioner Patrick Holder to attend the 2024 International Code Council (ICC) Annual Conference Expo - (October 20-23, 2024)(Needs 2nd vote of 3)

Code: PSC

Attachments: [ReferralLetter-ICCConference.pdf](#)
[ICC Annual Conference 2024 Meeting.PNG](#)

11. **Fire Department:** Fire Department: An ordinance authorizing the Participation of one (1) Member of Service ("MoS") at the National Fire Administration Training

Code: PSC

Attachments: [Agenda Letter 4-30-24.pdf](#)

12. **Fire Department:** Fire Department: An ordinance authorizing and approving the participation of three (3) Members of Service ("MOS") in the Fire Academy and Associated Expenses

Code: PSC

Attachments: [Agenda Letter 4-29-24.pdf](#)

13. **Public Safety:** Department of Public Safety: An ordinance authorizing the Mayor to enter into a Rental Lease Agreement (between 1978 THIRD AVENUE LLC, 11285 AV, LLC NEW YORK and the City of Mount Vernon to lease 6 Gramatan, Suite 407) (Called For)

Code: PSC

Attachments: Lease Referral Letter 6 Gramatan

FINANCE AND PLANNING

14. **Planning:** Department of Planning & Community Development: An ordinance establishing the Second Assistant Commissioner position in the Department and reallocate ARPA funds. (Called For)

Code: FP

Attachments: Asst.Commissioner.Community.Dev.Referral.4
.3.24.pdf

From: [Tanesia M. Walters](#)
To: [Joshua, Kimberly](#)
Subject: FW: Adoption of City of Mount Vernon Updated Procurement Policy
Date: Monday, April 22, 2024 3:53:33 PM
Attachments: [image001.png](#)
[image002.emz](#)
[image003.png](#)

Kim, please put this on the board.

Kind regards,

Clerk Walters

Tanesia M. Walters, J.D., M.P.A.

City Clerk

1-914-665-2352 – Phone



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From: ferrandino@aol.com <ferrandino@aol.com>
Sent: Monday, April 22, 2024 3:31 PM
To: Gleason, Cathlin <cgleason@cmvny.com>; Browne, Danielle <dbrowne@cmvny.com>; Thompson, Derrick <dthompson@cmvny.com>; Poteat, Edward <epoteat@cmvny.com>; Boxhill, Jaevon S <jsboxhill@cmvny.com>; ferrandino@aol.com
Cc: Tanesia M. Walters <twalters@cmvny.com>; Johnson, Brian <bjohnson@cmvny.com>; MayorSPH <mayorsph@cmvny.com>; Clark, Malcolm <mclark@cmvny.com>; Morton, Darren <dmorton@cmvny.com>; Rausse, James <jrausse@cmvny.com>
Subject: Re: Adoption of City of Mount Vernon Updated Procurement Policy

Cathlin, Danielle, Tanesia,

Please see below, acknowledge and confirm receipt.

Thank you.

VJF

On Saturday, April 20, 2024 at 07:44:01 PM EDT, ferrandino@aol.com <ferrandino@aol.com> wrote:

President and Members of the City Council:

Kudos to Councilperson Daniel Browne for bringing forth this updated procurement policy, last updated in 1992. As a professional who frequently engages in responding to RFPs, the effort that went into this revision is much appreciated.

Upon a cursory review of the draft, noted on pages 23-37 of the Referral Packet, I have the following questions/comments/suggestions:

- 1) The amended policy differs markedly from the version presented and pulled at the April 10, 2024 Council meeting, as well as the 1992 policy. Before moving to adopt, it would be helpful to have a comparison of the 1992 policy, juxtaposed against this current version, either in track changes or some other method, to show the differences, additions and deletions to the text.
- 2) Is the amended policy based wholly on Section 104b of the General Municipal Law? If so, I believe more detail is needed with respect to the components of Requests for Proposals (RFPs) for professional services above a certain amount of money.
- 3) The amended policy should be paginated.
- 4) Section 3 D (i), c, d and e: references here to "hospital purchases"; "purchases from agencies for the blind"; and "correctional institutions" seem irrelevant -- are they necessary?
- 5) Section 3 E (i), b and c: same issue as 4 above.
- 6) Section 4 B - what about contracts in excess of \$20,000 and \$35,000 respectively in the matrix?
- 7) Section 6 A b: suggest adding to "professional or technical services" the following: architect, planner, appraiser, economist.
- 8) I did not see any reference to preferences for Minority Business Enterprise (MBE, Women Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE). Is there a separate section on this?

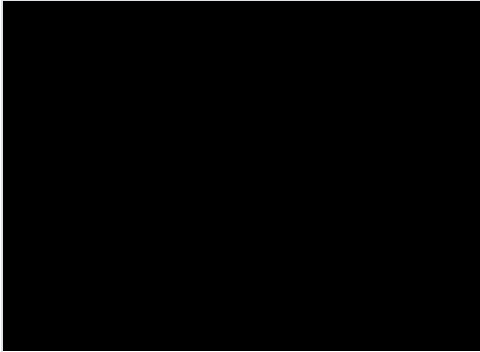
Please take another look and address these concerns before proceeding to adoption.

Please acknowledge receipt

Thank you for giving me the opportunity to comment.

Vince Ferrandino, AICP

[Ferrandino & Associates Inc.](#)



Ferrandino & Associates Inc.



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

April 26, 2024

VIA EMAIL:

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

RE: Revision to RFP deadline for Audio Visual upgrades to City Council and Committee Rooms:
FOR APPROVAL AT THE May 8, 2024 CITY COUNCIL MEETING

Honorable Council members:

SECTION #1: Recommended Action by the City Council

The Department of Management Services requests City Council approval to extend the deadline for proposals to install an audio-visual solution in the City Council chambers, Committee Room, and Memorial Room. Vendors requested more time due to the project's scope and our initial requirements. This extension will ensure they can fully address our needs in their proposals.

Background Detail and Rationale for Recommendation:

We are seeking approval to revise the deadline for submission from May 10, 2024 to June 3rd, 2024. The additional time will allow vendors to fully address questions and concerns raised during our initial site visit.

Fiscal Impact Statement / Financial Considerations:

The date change will not have a financial impact on the overall project.

Departmental Impacts: N/A

Environmental Considerations (If Applicable): N/A

Enforcement Plan by Policy (If Applicable): N/A

Other Final Departmental Needs (If Applicable): N/A

Sincerely,
Juan Perez

Commissioner Management Services

cc: Mayors Office, Comptroller

"The Jewel of Westchester"



CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall
One Roosevelt Square – Room 108
Mount Vernon, NY, 10550
(914) 665-2343 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
ROBERT L. HACKETT
Deputy Commissioner

April 23, 2024

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

Re: Request for authorization to create a list of qualified environmental/sustainability consultants.

Dear Honorable City Council Members:

As the Director of Sustainability, I am writing to request your authorization to create a list of qualified environmental/sustainability focused consultants to support our efforts in advancing green policy development, fostering community engagement, and ensuring effective strategic planning and risk management in alignment with our city's sustainability goals.

The creation of a list of consultants specializing in environmental and sustainability matters is critical to the achievement of several foundational objectives that are essential for the enhancement of our city's sustainability initiatives.

1. **Strengthening Green Policy Development:** Our city is committed to adopting and implementing policies that promote environmental sustainability. However, the complexity and evolving nature of environmental issues require expertise beyond our current capacity. A consultant with specialized knowledge can provide invaluable insights and assist in the formulation of comprehensive and effective green policies.
2. **Creation of a Sustainability Advisory Board:** Establishing a Sustainability Advisory Board is integral to fostering collaboration among stakeholders and ensuring diverse perspectives are considered in decision-making processes. A consultant can guide us in establishing the structure, objectives, and composition of the advisory board, facilitating its smooth functioning and effectiveness.
3. **Data Collection and Analysis:** Accurate and comprehensive data is essential for informed decision-making and monitoring progress towards sustainability goals. A consultant can assist in identifying relevant data sources, developing data collection methodologies, and analyzing data to provide actionable insights for policy development and evaluation.
4. **Strategic Planning:** Effective strategic planning is vital for setting clear objectives, identifying priorities, and allocating resources efficiently. A consultant can support us in

developing a strategic framework that aligns with our sustainability goals, ensuring coherence and effectiveness in our initiatives.

5. **Community Engagement:** Engaging the community is essential for building support and fostering a sense of ownership in sustainability initiatives. A consultant with expertise in community engagement strategies can help us design and implement outreach programs, workshops, and events to actively involve residents and stakeholders in shaping our sustainability agenda.
6. **Risk Management:** Anticipating and mitigating potential risks is crucial for the success of any sustainability initiative. A consultant can conduct risk assessments, identify vulnerabilities, and develop strategies to address potential challenges, safeguarding the integrity and sustainability of our programs and projects.
7. **Budget Support:** Efficient allocation of resources is essential for maximizing the impact of our sustainability efforts. A consultant can assist in developing budgets, identifying funding opportunities, and evaluating the cost-effectiveness of proposed initiatives, ensuring prudent financial management and optimal utilization of resources.

It is important to note that payment to the consultant will be based on deliverables rather than an hourly rate, ensuring accountability and incentivizing the achievement of tangible outcomes. This approach aligns with best practices in procurement and reflects our commitment to transparency and value for taxpayer dollars.

In conclusion, the creation of a list of environmental/sustainability focused consultants is essential for enhancing our city's capacity to address pressing environmental challenges, promote sustainable development, and safeguard the well-being of current and future generations. I urge your favorable consideration of this request and stand ready to provide any additional information or clarification you may require.

Thank you for your attention to this matter and for your continued support of our city's sustainability efforts.

Respectfully,



Damani L. Bush
Commissioner of Public Works
DB/sb
Cc: Comptroller's Office
Mayor's Office
City Council



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner
ROBERT L. HACKETT
Deputy Commissioner

May 2, 2024

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

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

Dear Honorable City Council Members,

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

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

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

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB

Cc: Recreation Department Planning Department Purchasing Agent File



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

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

CHAIR, STANDING COMMITTEE ON
LEGISLATION AND PUBLIC WORKS

CO-CHAIR, STANDING COMMITTEE ON
PUBLIC SAFETY AND CODES

April 29, 2024

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

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

Dear Honorable Body:

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

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

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

Sincerely,

Antoinette Anderson
Legislative Assistant to
The City Council



[INFORMATION](#)

[REGISTER](#)

[HOTEL](#)

Annual Meeting Tentative Agenda

Wednesday, May 15, 2024

12:00 p.m.

NYCOM Registration Desk Opens

2:30 p.m.

POLICY COMMITTEE MEETINGS

(all registrants are encouraged to attend)

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

4:00 p.m.

CONCURRENT SESSIONS

- Albany Update
- Handling Stress in the Workplace

- Volunteer Firefighter Issues
- Understanding Battery Storage in NYS

6:30 p.m.

WELCOME RECEPTION-STYLE DINNER

8:00 p.m.

ENTERTAINMENT

Thursday, May 16, 2024

7:30 a.m.

NYCOM Registration Desk Opens

8:00 a.m.

CONCURRENT SESSIONS

- An Open Forum for Local Officials
- College Communities Roundtable

9:15 a.m.

ANNUAL BUSINESS MEETING

AWARDS PRESENTATIONS

10:00 a.m.

PLENARY SESSION

11:15 a.m.

CONCURRENT SESSIONS

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

12:30 p.m.

LUNCH

2:00 p.m.

CONCURRENT SESSIONS

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

3:30 p.m.

CONCURRENT SESSIONS

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

5:45 p.m.

PRESIDENT'S RECEPTION

7:00 p.m.

ANNUAL BANQUET AND INSTALLATION OF OFFICERS

FIREWORKS

Friday, May 17, 2024

8:00 a.m.

NYCOM Registration Desk Opens

8:00 a.m.

CONCURRENT SESSIONS

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

9:00 a.m.

CONCURRENT SESSIONS

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

NOTE: Schedule is Subject to Change

updated 4/1/24



CITY OF MOUNT VERNON, NEW YORK

OFFICE OF THE CITY CLERK

ONE ROOSEVELT SQUARE, ROOM 104

MOUNT VERNON, NY 10550

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www.cmvny.com

TANESIA M. WALTERS, J.D., M.P.A.

City Clerk

NICOLE J. BONILLA, M.B.A.

Deputy City Clerk

May 1, 2024

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

Re: The Appointment of Deputy City Clerk - Nicole J. Bonilla

Dear Honorable City Councilmembers:

This letter request is in accordance with Section 34 of the Mount Vernon City Code which provides for the appointment of the Deputy City Clerk by the City Council. The City Council has deliberated and has decided on an appointee to the deputy city clerk position. Ms. Nicole J. Bonilla is the newly appointed deputy city clerk and commenced her position on April 29, 2024. Ms. Bonilla comes equipped with a strong foundation in public administration, she will provide comprehensive administrative and operational leadership and support to the city clerk's office and the council body. Ms. Bonilla possesses the skills that will allow her to exercise initiative, judgement and make decisions within the scope of her assigned authority. She is a great addition to the City's management team.

Funds are appropriated through budget code A1410.101 in the 2024 adopted budget.

Respectfully,

Tanesia M. Walters, J.D., M.P.A.
City Clerk



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

MALCOLM CLARK
Chief of Staff

April 25, 2024

VIA EMAIL:

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

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

Dear Honorable Council Members:

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

Sincerely,

Shawyn Patterson-Howard
Mayor

Attached: Don Brown Bus Sales, Inc. Invoices

cc: Management Services, Comptroller



CITY OF MOUNT VERNON, N.Y.
YOUTH BUREAU

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2344 – Fax: (914) 665-1373
IG: mountvernonyb | FB: mvyouthbureau
YOUTHBUREAU.CMVNY.COM

DEBBIE BURRELL-BUTLER, MBA
Executive Director
DENA T. WILLIAMS, MPA
Deputy Director

May 1, 2024

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

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

Dear Honorable Members:

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

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

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

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

Sincerely,
Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

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

Supervisor
ANTHONY S. COLAVITA

Council Members
LUIGI V. MARCOCCIA
THERESA V. NICHOLSON
SHEILA MARCOTTE
ANTHONY S. GIACOBBE

Town Clerk
JOSEPH D. DOOLEY

Receiver of Taxes
ROCCO N. CACCIOLA



TOWN OF EASTCHESTER
40 Mill Road, Eastchester, New York 10709
www.eastchester.org

Planning Department

(914) 771-3317
(914) 771-3322 FAX

planningdept@eastchester.org

April 29, 2024

Office of the City Clerk
Tanesia M. Walters
1 Roosevelt Square N
Mount Vernon, New York 10550

Re: LEGAL NOTICE

Notice is hereby given that the Zoning Board of Appeals of the Town of Eastchester will hold a public hearing on May 14, 2024, at 7:00 p.m. at the Town of Eastchester Town Hall, 40 Mill Road, Eastchester, New York on the application of Case 24-10, 3 Lucille Place, Bronxville, NY 10708 for Area Variances for a proposed driveway expansion, affecting the premises known as Section 80G, Block 1, Lot 19A on the Tax Map of the Town of Eastchester, New York and known as 3 Lucille Place.

Questions and comments can be directed to Noelle Wolfson (914) 421-1800 or at n.wolfson@htwlegal.com.

Town of Eastchester
40 Mill Road
Eastchester, New York 10709

FILED
CITY CLERK
MOUNT VERNON, NY
2024 MAY -2 P 1:59



CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall – One Roosevelt Square, Room 210
Mount Vernon, NY 10550
(914) 665-2483 or (914) 665-2498
Email: DoB@cmvny.com
Website: www.cmvny.com

Patrick G. Holder, R.A.
Commissioner

March 26, 2024

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

THROUGH THE OFFICE OF THE MAYOR

Re: Legislation for attending ICC Annual Conference 2024 Meeting

Dear Council President Gleason and Honorable City Council Members:

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

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

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

Thank you in advance for your consideration of this matter.

Respectfully submitted,

Patrick G. Holder
Commissioner
Department of Buildings



Why You Should Attend

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

Who Should Attend

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

Benefits of Attending Annual Conference

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



CITY OF MOUNT VERNON, N.Y.

Fire Department

SHAWYN PATTERSON-HOWARD
Mayor

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

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

Through The Office of the Mayor

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

April 30, 2024

RE: FDMV Training

Dear City Councilmembers;

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

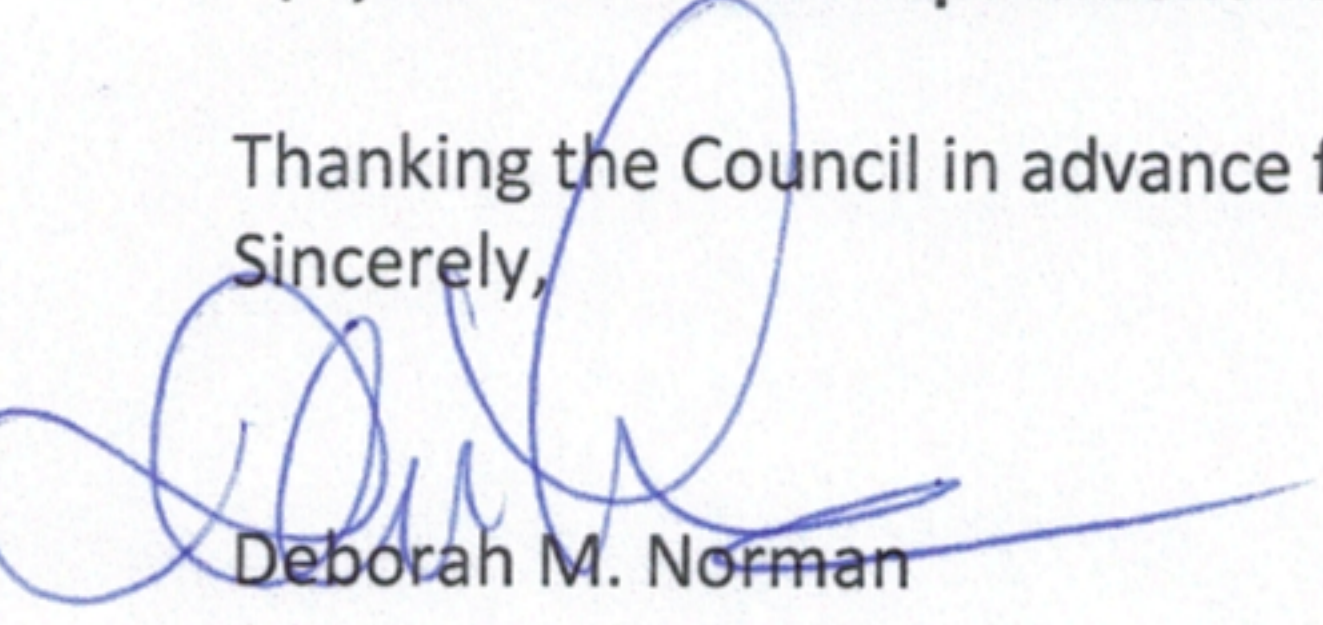
Fire Investigations Essentials : Class R0772

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

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

Thanking the Council in advance for support.

Sincerely,


Deborah M. Norman
Fire Commissioner

"The Jewel of Westchester"



CITY OF MOUNT VERNON, N.Y.

Fire Department

SHAWYN PATTERSON-HOWARD
Mayor

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

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

Through The Office of the Mayor

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

April 29, 2024

RE: FDMV Training

Dear City Councilmembers;

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

Fire Investigations: First Responders Course W0770

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

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

Thanking the Council in advance for support.
Sincerely,


Deborah M. Norman
Fire Commissioner

"The Jewel of Westchester"



DEPARTMENT OF PUBLIC SAFETY

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

DAVID GIBSON
POLICE COMMISSIONER

JENNIFER LACKARD
DEPUTY COMMISSIONER

MARCEL OLIFIERS
CHIEF OF OPERATIONS

SHAWYN PATTERSON - HOWARD
MAYOR

March 20, 2024

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

**RE: 6 Gramatan Ave- Suite 407 Rental Lease Agreement FOR APPROVAL at the
April 10th, 2024 CITY COUNCIL MEETING**

Honorable Councilmembers:

The Department of Public Safety requests that the City Council approve a Resolution for the Mayor to enter into a rental lease agreement between 1978 THIRD AVENUE LLC, 11285 AV, LLC NEW YORK (Landlord) and the City of Mount Vernon to lease Suite 407 located at 6 Gramatan Avenue, Mount Vernon, NY for the Internal Affairs Division of the City of Mount Vernon Police Department. The projected move date is May 1, 2024.

Annual base rent is \$1750.00 plus \$200.00 per month for electricity totaling **\$1950.00 due each month for rent**. Payment for the lease will be satisfied from **Budget Line A3120.468 (Rent)** The lease period is for 3 years with a 3% increase each year as follows:

<u>Lease Year/Period</u>	<u>Annual Base Rent</u>
1	\$21,000.00
2	\$21,630.00
3	\$22,279.00

The Landlord is requesting payment in the form of 2 certified bank checks made payable to 1978 Third Avenue LLC:

1st Check

\$5,850.00 for Security Deposit (Three months of Base Rent & Electric Charge)

CC: Mayor
Comptroller
Law Department

2nd Check

\$1,950.00 for first month rent and electricity

The re-location of the Internal Affairs Division to 6 Gramatan Avenue will provide more confidential interaction with Members of Service. It will also allow for other divisions to acquire more adequate working space within headquarters.

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

Sincerely,

A handwritten signature in cursive script that reads "David Gibson".

David Gibson

Commissioner of Public Safety

CC: Mayor
Comptroller
Law Department



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: TGRAHAM-OUATTARA@CMVNY.COM

SYLVIA BOLIVAR,
DEPUTY COMMISSIONER

April 4, 2024

VIA EMAIL:

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

RE: REQUEST TO AUTHORIZE THE CREATION OF A SECOND ASSISTANT COMMISSIONER AND TO REALLOCATE ARPA FUNDS TO THE ARPA NOT-FOR-PROFITS GRANTS BUDGET LINE. FOR APPROVAL AT THE APRIL 10, 2024 CITY COUNCIL MEETING

Dear Honorable Members:

This letter comes to respectfully request that the City Council enact legislation to authorize the creation of a second Assistant Commissioner position and to include it in the 2024 budget for the Department of Planning and Community Development. This would be a grant funded position funded with ARPA funds for a two year and seven- months period (May 2024 - December 2026).

I am also requesting the reallocation of APRA grant funds in the amount of \$285,000 from the Mayors for Guaranteed Income budget line (A8020.458ARP NEI-003 2.3) to the ARPA Not-for-Profits Grants budget line (A8620.458.ARP NEI-002 2.10) to cover the salary and fringe for the Department of Planning and Community Development to hire the Assistant Commissioner at the annual rate of \$105,432.

The second Assistant Commissioner would be responsible for ensuring the compliance requirements are met for the following: the 25 non-profit organizations awarded ARPA funding, capital projects funded by the Section 108 loan guarantee program, HUD community project funding grants, the tenant based rental assistance program, and the HUD voluntary compliance agreement that will require that the city comply with and provide training to city agencies on ADA requirements.

I have attached a copy of the job description that has been approved by the Civil Service Commission.

Should you require further information, please feel free to contact me at (914) 665-2493.

Sincerely,

Sylvia Bolivar
Deputy Commissioner

cc: Shawyn Patterson-Howard, Mayor
Darren Morton, Comptroller
Malcom Clark, Chief of Staff

Enclosure: Assistant Commission Job Description

