

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

Wednesday, April 8, 2026

7:00 PM

**CITY COUNCIL CHAMBERS
CITY HALL**

City Council

*NICOLE BONILLA, MBA
City Clerk*

*JORDAN A. RIULLANO, JD
Deputy City Clerk*

**A REGULAR MEETING OF THE CITY OF THE MOUNT VERNON CITY COUNCIL
HELD ON WEDNESDAY, APRIL 8, 2026.**

Scheduled for 7:00 pm in the City Council Chambers, City Hall, Mount Vernon, New York.

**** This meeting was held in the City Council Chambers, with virtual participation via ZOOM and CMVNY Facebook. The meeting was not closed to the public.****

PRESIDING: Derrick Thompson, President

OTHERS: Nicole Bonilla, City Clerk; Jordan A. Riullano, Deputy City Clerk; Antoinette Anderson, Legislative Aide; Greg Bailey, Asst. Corp. Counsel.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Council President Derrick Thompson called the meeting to order and provided general house-keeping rules, including encouraging citizens to share the meeting on social media and what to do “in case of emergency”. Council President Thompson explained the 3-minute-plus-1 public comment rule. He then asked a Councilperson to lead the council in the Pledge of Allegiance. Council President then proceeded to the Public Speakers session of the evening (listed below as public comment).

PUBLIC COMMENT

REFERRAL SESSION

Roll Call administered by City Clerk Nicole Bonilla

REPORTS OF STANDING COMMITTEES AND ACTION THEREON

To the Council:

LEGISLATION AND PUBLIC WORKS

1. Management Services: An Ordinance Authorizing the Mayor to enter into a One Year contract with MRA International for the Support of the City's E-Series HP Printers

Code: LPW

Attachments: [MRA support HP E-Series and Larger Contract](#)
[HP Termination](#)

2. Management Services: An Ordinance Authorizing the City Council to Defund one (1) Communications Associate Position and the Creation of the Position of Senior Communications Associate within the Department of Management Services

Code: LPW

Attachments: [Management Services New Title Request](#)
[SENIORCOMMUNICATIONSASSOCIATES](#)
[PEC](#)

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3. Management Services: An Ordinance Granting A One-Year Leave of Absence for Communications Associate Jahee Davenport to Serve as a Senior Communications Associate, Department of Management Serices
- Code:** LPW
- Attachments:** [LOA Jahee Davenport Manmagement Services](#)
4. Management Services: An Ordinance Authorizing the Purchase of DocAccess from CivicPlus to allow the City to meet new ADA Guidelines for Published Documents on the City's website
- Code:** LPW
- Attachments:** [DocAccess Service CivicPlus](#)
[28 CFR 35.200 \(up to date as of 3-16-2026\)](#)
[28 CFR Part 35 Subpart H \(up to date as of 3-16-2026\)](#)
5. Office of the Mayor: A Resolution Authorizing the Mayor to Hire Special Counsel to Represent the City of Mount Vernon in Monitoring the ConEd Rate Settlement
- Code:** LPW
- Attachments:** [RETAINING SPECIAL COUNSEL FOR MONITORING THE CON EDISON RATE SETTLEMENT](#)
[Resolution - Con Ed Settlement Monitoring Special Counsel](#)
[Monitoring Proposal to Westchester Muncipal Consortium 2.11.26 emailed](#)
6. Department of Planning and Community Development: A Resolution Authorizing the City of Mount Vernon to Collaborate with the Hutchinson River Restoration Project and Khalipha, Inc. to Promote and Observe National Arbor Day on April 24, 2026
- Code:** LPW
- Attachments:** [Arbor Day 2026](#)
7. Department of Public Works: An Ordinance Rescinding Ordinance No. 16, Adopted by the City Council on February 11, 2026, titled "An Ordinance Authorizing the Transfer and Consolidation of One (1) Senior Account Clerk Position and One (1) Secretary Position into the Title of Assistant Commissioner of Public Works, Amending the 2026 Fiscal Year Salary Schedule, and Granting a Leave of Absence".
- Code:** LPW
-

8. Department of Public Works: An Ordinance Retroactively Authorizing the Transfer and Consolidation of One (1) Senior Account Clerk Position and One (1) Secretary Position into the new Title of Assistant Commissioner of Public Works

Code: LPW

Attachments: [Asst Comm Creation Referral](#)
[ASSISATNTCOMMISSIONEROFPUBLICW](#)
[ORKSJOBSPEC](#)

9. Department of Public Works: An Ordinance Authorizing a One-Year Leave of Absence for Lomari Payne from the Position of Senior Account Clerk in the Department of Public Works

Code: LPW

Attachments: [LOA Referral](#)

10. Department of Public Works: An Ordinance Rescinding Ordinance No. 18, Adopted by the City Council on February 11, 2026, titled " An Ordinance Authorizing the Transfer of One (1) Code Enforcement Officer Position to the Title of Code Enforcement Coordinator within the Department of Public Works, Approving a Budget Transfer, Amending the 2026 Fiscal Year Salary Schedule, and Granting a Leave of Absence".

Code: LPW

11. Department of Public Works: An Ordinance Authorizing the Transfer of One (1) Code Enforcement Officer Position to the Title of Code Enforcement Coordinator within the Department of Public Works, Approving a Budget Transfer

Code: LPW

Attachments: [Code Enforcement Letter](#)
[CODEENFORCMENTCOORDINATORJOBS](#)
[PEC](#)

12. Department of Recreation: An Ordinance Authorizing the Department of Recreation to Co-sponsor the Annual Autism Awareness Walk and Celebration, and Providing for Related Public Safety and Traffic Control Measures - (Office of NYS Senator Jamaal T. Bailey)

Code: LPW

Attachments: [2026 Autism Awareness Walk and Celebration](#)
[- REVISED](#)
[PD Response 2026 Autism Awareness Walk](#)
[and Celebration](#)

To the Council:

HUMAN RESOURCES

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13. Department of Recreation: An Ordinance Authorizing the Mayor to Retroactively Enter into an Agreement with the Westchester County Office of Senior Programs and Services for the 2025-2026 New York State Transportation Program
- Code:** HR
- Attachments:** [2025-2026 Transportation Contract Referral Letter](#)
14. Department of Recreation: An Ordinance Authorizing the Mayor to Retroactively Enter into an Agreement with the Westchester County Office of Senior Programs and Services for the 2025 Title IIIC-1 & IIIC-2 Programs and the National Nutrition Program (NSIP)
- Code:** HR
- Attachments:** [2025 IIIC Council Referral Letter](#)
15. Department of Recreation: An Ordinance Authorizing the Mayor to Retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services under the Title III-B Transportation Services Contract, FY 2025
- Code:** HR
- Attachments:** [2025 IIIB IMA NYSOFA Transportation Contract Referral Letter](#)
16. Department of Recreation: An Ordinance Authorizing the Mayor to Enter into a Donation Agreement and Memorandum of Understanding with New City Parks, Inc. for the Donation and Installation of Improvements to Eddie Williams Park.
- Code:** HR
- Attachments:** [New City Park Partnershp - Eddie Williams - REVISED](#)
17. Youth Bureau: An Ordinance Authorizing the Mayor to Retroactively Enter into an Agreement with the Westchester County Youth Bureau for Funding of the Safe Haven, Youth Empowerment, and Step Up Programs - (commencing January 1, 2026, through December 31, 2026)
- Code:** HR
- Attachments:** [Referral Letter-BOL 2026](#)
[Mount Vernon Youth Bureau - 2026 BOL Award Letter](#)

To the Council:

PUBLIC SAFETY AND CODES

18. Fire Department: An Ordinance Authorizing the Mayor to Retroactively enter into a Renewal Agreement with Alpine Software Corporation Inc. for the RedAlert Records Management System Software used by the Mount Vernon Fire Department.

Code: PSC

Attachments: [Agenda Letter - Alpine Software 7-2025 to 6-2026](#)
[INV-390-01575](#)

To the Council:

FINANCE AND PLANNING

19. Department of Assessment: An Ordinance Authorizing the Mayor to Retroactively Execute a Contract Renewal with Catalis (a.k.a. PAS) for the Official Assessment System of the City of Mount Vernon

Code: Lawrence

Attachments: [CatalisPASContractRenewal20260001](#)

ADD-ON

LEGISLATION AND PUBLIC WORKS

20. City Council: A Resolution Honoring Dr. Darren M. Morton, ED.D. celebrating his Masonic Work, Public Service and Leadership

Code: LPW

21. Department of Public Safety: An Ordinance Authorizing MVPD "Blue and Green" Earth Day Community Clean Up on April 22, 2026 at Hartley Park

Code: LPW

Attachments: [Blue and Green Earth Day Clean Up](#)

OTHER BUSINESS/CLOSING COMMENTS



City of Mount Vernon, New York

Staff Report

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

File #: TMP -2052
A

Agenda Date: 4/8/2026

Agenda #: 1 -

City Council:

**AN ORDINANCE AUTHORIZING THE MAYOR
TO ENTER INTO A ONE-YEAR AGREEMENT WITH
MRA INTERNATIONAL, INC. FOR THE SUPPORT
OF THE CITY'S E-SERIES HP PRINTERS**

Whereas, by correspondence dated March 31, 2026, the Commissioner of the Management Services formally requested authorization for the Mayor, on behalf of the Department of Management Services, to enter into to enter a one-year support contract with MRA International, Inc. ("MRA") for the support of City's fleet of Hewlett Packard ("HP") E-Series Printers.; and

Whereas, this contract is needed to support the City's fleet of larger HP devices due to the fact that HP terminated the City's existing support contract on October 5, 2025; and

Whereas, the termination of the HP support contract was unexpected and has left the City with no support for its existing devices.; and

Whereas, MRA is the only available vendor that can support and get parts for these printers;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS:

Section 1. Authorization . The City Council hereby authorizes the Mayor, on behalf of the Department of Management Services, to enter into a one-year support contract with MRA for the support of City's fleet of HP E-Series Printers.

Section 2. Term and Effective Date . The agreement shall be effective as of the date it is signed by the Mayor with implementation activities commencing thereafter.

Section 4. Budgetary Source . All authorized expenditures shall be funded under budget code **A1680.407**, Leasing and Printing.

Section 5. 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 6. Effective Date . This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

JUAN PEREZ
Commissioner Management Services

March 31, 2026

VIA EMAIL:

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

RE: Approval to Enter into support contract with MRA International for 1 year for the support of existing HP E-Series Printers. for city council meeting to be held on April 8, 2026.

Honorable Council members:

The Department of Management Services requests approval from the City Council for a resolution to enter a 1-year support contract with MRA International, for the support of cities fleet of HP E-Series Printers. This contract is needed to support our fleet of larger HP devices due to the fact the Hewlett Packard terminated our existing support contract on October 5, 2025.

The termination of the contract was unexpected and has left the city with no support for our existing devices. MRA is able to provide the support for these printers. I have contacted several vendors and at the present time they are the only vendors that can support the devices and get parts for these printers. HP is restricting other companies from getting OEM parts.

Associated cost for this support contract will be covered under budget code A1680.407, Leasing and Printing.

Given the expiration of our existing support contract, the new contract is needed to ensure continued support for our printer fleet.

Should this request meet with the approval of the city council, we will enter into the one-year agreement and make payment from budget code A1680.407.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller

“The Jewel of Westchester”

HP Agent MPS Contract Termination Notice

September 5, 2025

HP CONFIDENTIAL

Customer Name: City of Mount Vernon

Termination Effective Date: October 5, 2025

HP hereby notifies you that we have elected, pursuant to the Term, Termination & Renewal provision of the Managed Print Services and Support Schedule ("Schedule"), that HP is choosing to terminate the Schedule, effective 30 days from the date of this notice.

Please contact the following authorized HP MPS Specialist partner(s) to explore an alternative MPS program option:

- **MRA International**

Questions can be directed to your Service Delivery Manager or HP Print Sales Representative.

Sincerely,



Steven Reavis

Partner Managed Print Services Leader for North America





City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -2057
A

Agenda Date: 4/22/2026

Agenda #: 2 -

City Council:

**AN ORDINANCE AUTHORIZING THE CITY COUNCIL TO DEFUND ONE
(1) COMMUNICATIONS ASSOCIATE POSITION AND THE CREATION OF
THE POSITION OF SENIOR COMMUNICATIONS ASSOCIATE WITHIN
THE DEPARTMENT OF MANAGEMENT SERVICES**

Whereas, in correspondence dated March 31, 2026, the Commissioner of the Department of Management Services formally requested authorization from the City Council to defund one (1) position of Communications Associate within the Department of Management Services and create the new position of Senior Communications Associate, effective upon approval; and

Whereas, this request is being made to better align the title and compensation with the level of work, responsibility, and support needed for the City's communications function; and

Whereas, The proposed Senior Communications Associate position will strengthen the Department's ability to manage communications efforts, support public-facing initiatives, and provide a higher level of day-to-day coordination and accountability.; and

Whereas, funding for this request is available within the Department of Management Services budget; and

Whereas, the current position of Communications Associate is budgeted at \$58,609.00 (Budget code A1680.101); and

Whereas, the proposed position of Senior Communications Associate, Grade 7B, carries an annual salary of \$69,934.62.; and

Whereas, The difference of \$11,325.62 will be covered by funds already accounted for within a \$21,000 stipend in the Management Services budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Authorization of Funds Transfer. The City Council hereby authorizes the transfer of funds

from the current title of Communications Associate to the new position of Senior Communications Associate. The difference of \$11,325.62 shall be funded by an existing \$21,000 stipend in the Management Services budget.

Section 2. Budget Determination. The City Council finds that sufficient funds exist within the Department of management Services 2026 Fiscal Year adopted salary budget.

Section 3. Salary Amendment. The City Council hereby amends the 2026 Fiscal Year salary schedule as follows:

Title	New Salary
Communications Associate	\$1.00
Senior Communications Associate	\$69,934.62

Section 4. Board of Estimate Authorization. This Ordinance shall be submitted to the Board of Estimate for approval and authorization as required by law.

Section 5. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



CITY OF MOUNT VERNON, N.Y.
Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

JUAN PEREZ
Commissioner Management Services

March 31, 2026

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

Re: Defund One (1) Position of Communications Associate and Create the Position of Senior Communications Associate

Dear Honorable City Council Members:

I respectfully request authorization to defund one (1) position of Communications Associate within the Department of Management Services and create the new position of Senior Communications Associate, effective upon approval.

This request is being made to better align the title and compensation with the level of work, responsibility, and support needed for the City’s communications function. The proposed Senior Communications Associate position will strengthen the Department’s ability to manage communications efforts, support public-facing initiatives, and provide a higher level of day-to-day coordination and accountability.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds

Funding for this request is available within the Department of Management Services budget. The current position of Communications Associate is budgeted at \$58,609.00 (Budget code A1680.101) The proposed position of Senior Communications Associate, Grade 7B, carries an annual salary of \$69,934.62. The difference of \$11,325.62 will be covered by funds already accounted for within a \$21,000 stipend in the Management Services budget.

From	To
Communications Associate - \$58,609.00	Senior Communications Associate - \$58,609.00
Management Services Stipend - \$11,325.62	Senior Communications Associate - \$11,325.62



CITY OF MOUNT VERNON, N.Y.

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JUAN PEREZ
Commissioner Management Services

Step 2 - Salary Amendment

The proposed salary amendment will defund the Communications Associate position and fund the new Senior Communications Associate position as follows:

Title	New Salary
Communications Associate	\$1.00
Senior Communications Associate - Grade 7B	\$69,934.62

Step 3 - Salary Resolution

Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate to coincide with this legislative request upon approval.

As always I am available to answer any questions that you may have.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller

SENIOR COMMUNICATIONS ASSOCIATE

DISTINGUISHING FEATURES OF THE CLASS: Under the direction of the Commissioner of Management Services, The Director of Communications and the office of the Mayor, the incumbent in this class is responsible for developing, implementation and maintaining print, social and digital media standards for City departments, the executive officers of the City as well as coordinating projects for print and web-based marketing initiatives. The incumbent will assist with the maintaining and updating of the organizations website to ensure accuracy. Will coordinate with team members to gather information and content for the website. Implements updates and improvements to the website's design and functionally as directed by the Director of Communications. The incumbent will work with department heads, their representatives and department webmasters, coordinating the visual and marketing design aspects of all programs and services communicated to the public through print, social and web-based media. Performs related administrative functions as required. Does related work as required.

EXAMPLES OF WORK: (Illustrative only)

- Coordinates the graphic elements of all department websites;
- Creates, updates edit and removes web pages from the website by reviewing submission and ensures adherence to standards as set by the Director of Communications;
- Contributes to social media platforms, videos, maintaining consultative direction of design work of department publications liaisons and webmasters, suggesting style of content and overall presentation of public information delivered via web-based media;
- Serves as the Subject Matter Expert (SME) for all web related concerns and is the point person for all city webmasters;
- Develops templates for and directs, products and coordinates the production of original design for logo and identify projects, branding and marketing that may be translated for print, digital and the web;
- Conducts market research and works with the Director of Communications to determine the web enhancements;
- Coordinates regular website updates based on needs of the City, at the direction of the Director of Communications;
- Designs concepts and develops templates for visually communicating with the public, including video production, in keeping with the goals and objectives of the City;
- Designs, constructs and maintains Cit-wide pages and social media platforms, including incorporating graphical user interface (GUI) features, animation, sound, motion, streaming video;
- Troubleshoots web related issues and works with vendors to resolve issues;
- Provides original photographic, videography, illustrative and graphic images for use in presentation of public information published via digital and web-based media;
- Determines size and arrangement of illustrative materials and copy;

Selects style and size of type and arranges layout based on available space;
Produces presentations utilized by executive staff for external or internal use with a focus on visually communicating both abstract ideas or tangible data but not limited to, capital projects, annual budgets, community issues or intergovernmental initiatives;
Promotes the use of new technologies in marketing and design efforts.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES. Candidates must have good knowledge of layout principles, and aesthetic design concepts for print, digital and web-based presentations; Must be proficient in graphic design across print, digital and web platforms, including the ability to convert complex ideas into clear visual communications while exercising independent judgment and attention to detail; Establish and maintain effective public relations with press, television, radio and newspaper; Thorough knowledge of producing and disseminating information to the various media; Thorough knowledge of the functions and organization of the City of Mount Vernon; Ability to speak effectively Ability to deal with persons of divergent views in a courteous and tactful manner; Good comm of the English language; Ability to communicate effectively both verbally and in writing; Ability to use computer applications; Resourcefulness; Initiative; Integrity; Good judgment; Neatness of appearance and physical condition commensurate with the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE:

Possession of a Bachelor's Degree from a recognized college or university in Communications, Journalism or a closely related fiend; PLUS 2 years of experience in public relations or a related field.

CSC

Adopted 2/18/026



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -2051

Agenda Date: 4/8/2026

Agenda #: 3.

City Council:

**AN ORDINANCE GRANTING A ONE (1) YEAR
LEAVE OF ABSENCE TO JAHEE DAVENPORT,
COMMUNICATIONS ASSOCIATE,
DEPARTMENT OF MANAGEMENT SERVICES**

Whereas, in correspondence dated March 31, 2026, the Commissioner of the Department of Management Services formally requested authorization to grant a one (1) year leave of absence to Mr. Jahee Davenport, Communications Associate, to enable him to serve in the position of Senior Communications Associate within the Department of Management Services; and

Whereas, Mr. Davenport is presently employed by the City of Mount Vernon as a Communications Associate within the Department of Management Services; and

Whereas, Mr. Davenport has been selected to fill the proposed position of Senior Communications Associate within the Department of Management Services; and

Whereas, the Commissioner of the Department of Management Services has requested that the City Council authorize a one (1) year leave of absence for Mr. Davenport to enable him to serve in the position of Senior Communications Associate; and

Whereas, the City Council finds that granting said leave of absence is in the best interests of the City and consistent with applicable labor agreements and operational needs;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Authorization of Leave of Absence . A one (1) year leave of absence is hereby granted to Mr. Jahee Davenport, Communications Associate, for the purpose of fulfilling the position of Senior Communications Associate within the Department of Management Services.

Section 2. Term of Leave . The leave of absence authorized herein shall be effective from April 8, 2026.

Section 3. Severability . If any clause, sentence, paragraph, subdivision, section, or part of this ordinance shall be adjudged invalid by any court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remainder thereof.

Section 5. Effective Date . This ordinance shall take effect immediately upon adoption by the City Council.



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

March 31, 2026

VIA EMAIL:

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

RE: Leave of Absence Jahee Davenport for city council meeting to be held on April 8th, 2026.

Dear Honorable City Council Members:

I respectfully request that Jahee Davenport be granted a leave of absence from his position as Communications Associate for a period of one-year, effective April 8, 2026, as he assumes the role of Senior Communications Associate.

Mr. Davenport has been a dedicated member of the team, and this opportunity reflects his hard work and service. I ask that this request be approved and that the necessary legislation be prepared.

Thank you for your time and consideration.

I look forward to your favorable response and am available to discuss any questions or provide additional any information you may require.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller



City of Mount Vernon, New York

Staff Report

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File #: TMP -2050
A

Agenda Date: 4/8/2026

Agenda #: 4 -

City Council:

AN ORDINANCE AUTHORIZING THE PURCHASE OF DOCACCESS FROM CIVICPLUS TO ALLOW THE CITY TO MEET THE NEW ADA GUIDELINE FOR PUBLISHED DOCUMENTS ON THE CITY'S WEBSITE

Whereas, by correspondence dated March 18, 2026, the Commissioner of the Management Services formally requested authorization for the Mayor to purchase the DocAccess service from Civic Plus; and

Whereas, this service helps make documents and PDF files on the City's website accessible to the public, including people with disabilities; and

Whereas, the service will support the City's efforts to comply with the Americans with Disabilities Act (ADA), Section 508 of the Rehabilitation Act, and WCAG 2.1 AA accessibility standards.; and

Whereas, The U.S. Department of Justice has adopted a rule, 28 CFR § 35.200, that requires local governments to make certain web content and digital documents accessible by April 2026; and

Whereas, the City's website is hosted on the CivicPlus platform, DocAccess is an appropriate tool to help us improve accessibility and support compliance with this federal requirement; and

Whereas, the service costs \$14,829.50 which is available under budget code A1680.216 for this purchase.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS:

Section 1. Authorization . The City Council hereby authorizes the Mayor to purchase the DocAccess service from Civic Plus.

Section 2. Term and Effective Date . The service shall be effective as of the date it is subscribed to by the Mayor.

Section 4. Budgetary Source . Authorized expenditures shall be funded under budget code A1680.216 .

Section 5. 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 6. Effective Date . This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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

Juan Perez
Commissioner Management Services

Mar 18th, 2026

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

Re: Purchase of DocAccess service from Civicplus

Dear Council Members,

I respectfully request approval to use budget code A1680.216 to purchase the DocAccess service from CivicPlus for \$14,829.50.

This service helps make documents and PDF files on the City's website accessible to the public, including people with disabilities. It supports the City's efforts to comply with the Americans with Disabilities Act (ADA), Section 508 of the Rehabilitation Act, and WCAG 2.1 AA accessibility standards.

The U.S. Department of Justice has adopted a rule, 28 CFR § 35.200, that requires local governments to make certain web content and digital documents accessible by April 2026. After review with the City Clerk, I have confirmed that this requirement applies to the City.

Because our website is hosted on the CivicPlus platform, DocAccess is an appropriate tool to help us improve accessibility and support compliance with this federal requirement.

I respectfully ask the Council to approve the use of \$14,829.50 from budget code A1680.216 for this purchase.

We are prepared to answer any questions the Council may have.
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

"The Jewel of Westchester"

This content is from the eCFR and is authoritative but unofficial.

Title 28 – Judicial Administration

Chapter I – Department of Justice

Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services

Subpart H – Web and Mobile Accessibility

Source: AG Order No. 5919-2024, 89 FR 31337, Apr. 24, 2024, unless otherwise noted.

Authority: 5 U.S.C. 301; 28 U.S.C. 509, 510; 42 U.S.C. 12134, 12131, and 12205a.

Source: Order No. 1512-91, 56 FR 35716, July 26, 1991, unless otherwise noted.

§ 35.200 Requirements for web and mobile accessibility.

- (a) **General.** A public entity shall ensure that the following are readily accessible to and usable by individuals with disabilities:
- (1) Web content that a public entity provides or makes available, directly or through contractual, licensing, or other arrangements; and
 - (2) Mobile apps that a public entity provides or makes available, directly or through contractual, licensing, or other arrangements.
- (b) **Requirements.**
- (1) Beginning April 24, 2026, a public entity, other than a special district government, with a total population of 50,000 or more shall ensure that the web content and mobile apps that the public entity provides or makes available, directly or through contractual, licensing, or other arrangements, comply with Level A and Level AA success criteria and conformance requirements specified in WCAG 2.1, unless the public entity can demonstrate that compliance with this section would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens.
 - (2) Beginning April 26, 2027, a public entity with a total population of less than 50,000 or any public entity that is a special district government shall ensure that the web content and mobile apps that the public entity provides or makes available, directly or through contractual, licensing, or other arrangements, comply with Level A and Level AA success criteria and conformance requirements specified in WCAG 2.1, unless the public entity can demonstrate that compliance with this section would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens.
 - (3) WCAG 2.1 is incorporated by reference into this section with the approval of the Director of the FEDERAL REGISTER under 5 U.S.C. 552(a) and 1 CFR part 51. All material approved for incorporation by reference is available for inspection at the U.S. Department of Justice and at the National Archives and Records Administration (“NARA”). Contact the U.S. Department of Justice at: Disability Rights Section, Civil Rights Division, U.S. Department of Justice, 150 M St. NE, 9th Floor, Washington, DC 20002; ADA Information Line: (800) 514-0301 (voice) or 1-833-610-1264 (TTY); website: www.ada.gov [<https://perma.cc/U2V5-78KW>]. For information on the availability of this material at NARA, visit www.archives.gov/federal-register/cfr/ibr-locations.html [<https://perma.cc/9SJ7-D7XZ>] or email fr.inspection@nara.gov. The material may be obtained from the World Wide Web Consortium

("W3C") Web Accessibility Initiative ("WAI"), 401 Edgewater Place, Suite 600, Wakefield, MA 01880; phone: (339) 273-2711; email: contact@w3.org; website: <https://www.w3.org/TR/2018/REC-WCAG21-20180605/> and <https://perma.cc/UB8A-GG2F>.

This content is from the eCFR and is authoritative but unofficial.

Title 28 – Judicial Administration

Chapter I – Department of Justice

Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services

Authority: 5 U.S.C. 301; 28 U.S.C. 509, 510; 42 U.S.C. 12134, 12131, and 12205a.

Source: Order No. 1512-91, 56 FR 35716, July 26, 1991, unless otherwise noted.

Subpart H Web and Mobile Accessibility

§ 35.200 Requirements for web and mobile accessibility.

§ 35.201 Exceptions.

§ 35.202 Conforming alternate versions.

§ 35.203 Equivalent facilitation.

§ 35.204 Duties.

§ 35.205 Effect of noncompliance that has a minimal impact on access.

§§ 35.206-35.209 [Reserved]

Subpart H—Web and Mobile Accessibility

Source: AG Order No. 5919-2024, 89 FR 31337, Apr. 24, 2024, unless otherwise noted.

§ 35.200 Requirements for web and mobile accessibility.

(a) **General.** A public entity shall ensure that the following are readily accessible to and usable by individuals with disabilities:

(1) Web content that a public entity provides or makes available, directly or through contractual, licensing, or other arrangements; and

(2) Mobile apps that a public entity provides or makes available, directly or through contractual, licensing, or other arrangements.

(b) **Requirements.**

(1) Beginning April 24, 2026, a public entity, other than a special district government, with a total population of 50,000 or more shall ensure that the web content and mobile apps that the public entity provides or makes available, directly or through contractual, licensing, or other arrangements, comply with Level A and Level AA success criteria and conformance requirements specified in WCAG 2.1, unless the public entity can demonstrate that compliance with this section would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens.

(2) Beginning April 26, 2027, a public entity with a total population of less than 50,000 or any public entity that is a special district government shall ensure that the web content and mobile apps that the public entity provides or makes available, directly or through contractual, licensing, or other

arrangements, comply with Level A and Level AA success criteria and conformance requirements specified in WCAG 2.1, unless the public entity can demonstrate that compliance with this section would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens.

- (3) WCAG 2.1 is incorporated by reference into this section with the approval of the Director of the FEDERAL REGISTER under 5 U.S.C. 552(a) and 1 CFR part 51. All material approved for incorporation by reference is available for inspection at the U.S. Department of Justice and at the National Archives and Records Administration ("NARA"). Contact the U.S. Department of Justice at: Disability Rights Section, Civil Rights Division, U.S. Department of Justice, 150 M St. NE, 9th Floor, Washington, DC 20002; ADA Information Line: (800) 514-0301 (voice) or 1-833-610-1264 (TTY); website: www.ada.gov [<https://perma.cc/U2V5-78KW>]. For information on the availability of this material at NARA, visit www.archives.gov/federal-register/cfr/ibr-locations.html [<https://perma.cc/9SJ7-D7XZ>] or email fr.inspection@nara.gov. The material may be obtained from the World Wide Web Consortium ("W3C") Web Accessibility Initiative ("WAI"), 401 Edgewater Place, Suite 600, Wakefield, MA 01880; phone: (339) 273-2711; email: contact@w3.org; website: <https://www.w3.org/TR/2018/REC-WCAG21-20180605/> and <https://perma.cc/UB8A-GG2F>.

§ 35.201 Exceptions.

The requirements of § 35.200 do not apply to the following:

- (a) **Archived web content.** Archived web content as defined in § 35.104.
- (b) **Preexisting conventional electronic documents.** Conventional electronic documents that are available as part of a public entity's web content or mobile apps before the date the public entity is required to comply with this subpart, unless such documents are currently used to apply for, gain access to, or participate in the public entity's services, programs, or activities.
- (c) **Content posted by a third party.** Content posted by a third party, unless the third party is posting due to contractual, licensing, or other arrangements with the public entity.
- (d) **Individualized, password-protected or otherwise secured conventional electronic documents.** Conventional electronic documents that are:
 - (1) About a specific individual, their property, or their account; and
 - (2) Password-protected or otherwise secured.
- (e) **Preexisting social media posts.** A public entity's social media posts that were posted before the date the public entity is required to comply with this subpart.

§ 35.202 Conforming alternate versions.

- (a) A public entity may use conforming alternate versions of web content, as defined by WCAG 2.1, to comply with § 35.200 only where it is not possible to make web content directly accessible due to technical or legal limitations.
- (b) WCAG 2.1 is incorporated by reference into this section with the approval of the Director of the FEDERAL REGISTER under 5 U.S.C. 552(a) and 1 CFR part 51. All material approved for incorporation by reference is available for inspection at the U.S. Department of Justice and at NARA. Contact the U.S. Department of Justice at: Disability Rights Section, Civil Rights Division, U.S. Department of Justice, 150 M St. NE, 9th Floor, Washington, DC 20002; ADA Information Line: (800) 514-0301 (voice) or 1-833-610-1264 (TTY);

website: www.ada.gov [<https://perma.cc/U2V5-78KW>]. For information on the availability of this material at NARA, visit www.archives.gov/federal-register/cfr/ibr-locations.html [<https://perma.cc/9SJ7-D7XZ>] or email fr.inspection@nara.gov. The material may be obtained from W3C WAI, 401 Edgewater Place, Suite 600, Wakefield, MA 01880; phone: (339) 273-2711; email: contact@w3.org; website: <https://www.w3.org/TR/2018/REC-WCAG21-20180605/> and <https://perma.cc/UB8A-GG2F>.

§ 35.203 Equivalent facilitation.

Nothing in this subpart prevents the use of designs, methods, or techniques as alternatives to those prescribed, provided that the alternative designs, methods, or techniques result in substantially equivalent or greater accessibility and usability of the web content or mobile app.

§ 35.204 Duties.

Where a public entity can demonstrate that compliance with the requirements of § 35.200 would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens, compliance with § 35.200 is required to the extent that it does not result in a fundamental alteration or undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with § 35.200 would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or their designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity to the maximum extent possible.

§ 35.205 Effect of noncompliance that has a minimal impact on access.

A public entity that is not in full compliance with the requirements of § 35.200(b) will be deemed to have met the requirements of § 35.200 in the limited circumstance in which the public entity can demonstrate that the noncompliance has such a minimal impact on access that it would not affect the ability of individuals with disabilities to use the public entity's web content or mobile app to do any of the following in a manner that provides substantially equivalent timeliness, privacy, independence, and ease of use:

- (a) Access the same information as individuals without disabilities;
- (b) Engage in the same interactions as individuals without disabilities;
- (c) Conduct the same transactions as individuals without disabilities; and
- (d) Otherwise participate in or benefit from the same services, programs, and activities as individuals without disabilities.

§§ 35.206-35.209 [Reserved]



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -2053

Agenda Date: 4/22/2026

Agenda #: 5.

City Council:

**A RESOLUTION AUTHORIZING THE MAYOR
TO HIRE SPECIAL COUNSEL TO REPRESENT
THE CITY OF MOUNT VERNON IN MONITORING THE CON EDISON RATE SETTLEMENT**

WHEREAS, the Westchester Municipal Consortium including the City of Mount Vernon hired Joel R. Dichter of Dichter Law LLC to represent participating Westchester County municipalities in Con Edison's electric and gas rate case before the New York Public Service Commission; and

WHEREAS, the New York State Public Service Commission recently approved a three-year rate settlement with Con Edison starting January 1, 2026; and

WHEREAS, it is in the best interest of the City of Mount Vernon and the Westchester Municipal Consortium that the settlement be monitored for compliance with the terms agreed upon with the New York State Public Service Commission; and

WHEREAS, Joel R. Dichter of Dichter Law LLC has the necessary experience and expertise to represent the interests of the participating municipalities in this matter and has submitted a three-year monitoring proposal dated February 1, 2026; and

WHEREAS, the proposal includes monitoring submissions, respond thereto when necessary, participate in the WMC specific meetings, and provide periodic updates to the Westchester Municipal Consortium at a cost of \$1,250 per participating municipality per year.

NOW THEREFORE BE IT RESOLVED BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS: :

- 1) The City Council hereby authorizes the hiring of Joel R. Dichter of Dichter Law LLC as special counsel to represent participating Westchester municipalities of the Westchester Municipal Consortium to monitor the approved New York State Public Service Commission settlement in accordance with the three-year proposal from Joel R. Dichter of Dichter Law LLC dated February 11, 2026.

- 2) The participating municipalities shall share the cost of legal and related fees incurred by Joel R. Dichter of Dichter Law LLC, with the total annual amount of such representation not to exceed \$1,250 per participating municipality; and

3) The Mayor and the Comptroller are hereby authorized to take all necessary actions to execute agreements and related documents and make payments in furtherance of this resolution.



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
KHENDRA DAVID
Deputy Chief of Staff

April 1, 2026

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

RETAINING SPECIAL COUNSEL FOR MONITORING THE CON EDISON RATE SETTLEMENT

Honorable City Councilmembers,

The Westchester Municipal Consortium, including the City of Mount Vernon, hired Joel R. Dichter of Dichter Law LLC to represent participating Westchester County municipalities in Con Edison's electric and gas rate case before the New York Public Service Commission. The New York State Public Service Commission recently approved a three-year rate settlement with Con Edison starting on January 1, 2026.

It is in the best interest of the City of Mount Vernon and the Westchester Municipal Consortium that the settlement be monitored for compliance with the terms agreed upon with the New York State Public Service Commission. For those reasons the Consortium has chosen Joel R. Dichter of Dichter Law LLC to handle these matters. The law firm has the necessary experience and expertise to represent the interests of the participating municipalities in this matter and has submitted a three-year monitoring proposal as of February 1, 2026.

The proposal includes monitoring submissions, responding thereto when necessary, participation in WMC specific meetings and providing periodic updates to the consortium at a cost not to exceed \$1,250 per participating municipality per year from a budget line to be assigned by the Office of the Comptroller.

In Service,

Shawyn Patterson-Howard, Mayor
City of Mount Vernon, NY

"The Jewel of Westchester"

RESOLUTION

CONSIDERING AUTHORIZING THE HIRING OF JOEL R. DICHTER OF DICHTER LAW LLC AS SPECIAL COUNSEL TO REPRESENT PARTICIPATING WESTCHESTER MUNICIPALITIES IN MONITORING THE CON EDISON RATE SETTLEMENT

WHEREAS, the Westchester Municipal Consortium including the Village of Rye Brook hired Joel R. Dichter of Dichter Law LLC to represent participating Westchester County municipalities in Con Edison’s electric and gas rate case before the New York Public Service Commission; and

WHEREAS, the New York State Public Service Commission recently approved a three-year rate settlement with Con Edison starting January 1, 2026; and

WHEREAS, it is in the best interest of the Village of Rye Brook and the Westchester Municipal Consortium that the settlement be monitored for compliance with the terms agreed upon with the New York State Public Service Commission; and

WHEREAS, Joel R. Dichter of Dichter Law LLC has the necessary experience and expertise to represent the interests of the participating municipalities in this matter and has submitted a three-year monitoring proposal dated February 1, 2026; and

WHEREAS, the proposal includes monitoring submissions, respond thereto when necessary, participate in the WMC specific meetings, and provide periodic updates to the Westchester Municipal Consortium at a cost of \$1,250 per participating municipality per year.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Rye Brook, as follows:

- 1) that the Village of Rye Brook Board of Trustees hereby authorizes the hiring of Joel R. Dichter of Dichter Law LLC as special counsel to represent participating Westchester municipalities of the Westchester Municipal Consortium to monitor the approved New York State Public Service Commission settlement in accordance with the three-year proposal from Joel R. Dichter of Dichter Law LLC dated February 11, 2026; and
- 2) The participating municipalities shall share the cost of legal and related fees incurred by Joel R. Dichter of Dichter Law LLC, with the total annual amount of such representation not to exceed \$1,250 per participating municipality; and

- 3) The Mayor and Village Administrator are hereby authorized to take all necessary actions to execute agreements and related documents and make payments in furtherance of this resolution.

DICHTER LAW LLC
ATTORNEYS AT LAW
483 CHERRY STREET
SUITE 100
BEDFORD HILLS, N.Y. 10507

TELEPHONE: (212) 593-4202
FAX: (212) 994-5394
Website: www.dichterlaw.com

JOEL R. DICHTER
Dichter@dichterlaw.com

MEMO

TO: Westchester Municipal Consortium

FROM: Joel R. Dichter

RE: Proposal for Monitoring Con Edison

DATE: February 11, 2026

Introduction

While our participation in the Con Edison rate case was successful, it is also at an end. However, the end of the rate case does not mean that there isn't on-going work to do to protect your residents over the course of the next three years. Thus, during our recent video conference, I was asked to prepare a proposal for monitoring Con Ed during the three-year rate plan. The PSC decision does set out a level of increases over that span (for a typical Westchester residential customer, the estimated total bill impacts are 3.6%, 3.3% and 3.2% over the three years, down from Con Ed's initial proposal of about a 14% increase on residential electric rates. On the gas side, the estimated total residential bill increases are 2.4%, 7.8% and 5.6% down from 19% in Con Ed's initial proposal).

However, the same PSC decision provides for a plethora of reports, reconciliations, adjustments clauses and proposals to be filed by Con Ed that can greatly impact the customer bill and quality of service. To give you an idea of the magnitude of the filings, in the three-year rate plan for Con Ed just completed, there were 588 filings in the rate case by all the parties prior to the PSC Order deciding the rate case. In the three years thereafter, there were 534 submissions. Almost all by Con Edison that will go unchecked, from Westchester's perspective, without monitoring the submissions and responding thereto when necessary. These filings can find their way into substantial additional surcharges added to the customer bill over the three years and a deferral of costs for recovery by Con Ed in the next rate case. A partial list of the types of submissions to be reviewed is below.

Monitoring:

The breath and scope of the reporting touches on almost all aspects of Con Edison's operations. The reporting includes:

- Quarterly reports on capital spending projects.
- Earnings reports to see if exceeds allowed rate of return.
- Quarterly affordability reports based upon such measures as uncollectible, delinquencies and assistance programs.
- Revenue Adjustment Mechanism, which can result in surcharges to customers if sales targets are not met or costs rise more than anticipated.
- Non-wire solutions and alternatives.
- Reconciliations of property taxes.
- Earning Adjustments for meeting incentives.
- IT spending.
- 5-year forecast.
- Annual Reporting.
- Clean Energy reporting, such as gas emissions.
- Reliability, safety and customer service performance metrics.
- Rate Years 2 and 3 analyses for compliance.

Generic Proceedings:

In addition to the submissions in the rate case docket, there are other on-going generic proceedings before the Commission that impact all customers. For example, the PSC commenced a proceeding on the "Grid of the Future" to study meeting future demands for electricity. Correspondingly, there are proceedings on Electric Transmission Planning and Electric Vehicle requirements. New proceedings, such as the impact of AI data centers, are on the horizon. Appearances in these proceedings, even with limited submissions, lets the Commission know that Westchester is a voice to be heard, not just in rate cases, but in the development of policies affecting the manner, rates and quality of service.

WMC Provisions in Joint Proposal:

The Commission order provides for an annual meeting on capital projects between Con Ed and WMC. Con Ed is required to identify the projects scheduled for Westchester as compared to the investment in New York City. This will not only permit us to have input on the selected projects

but determine if Westchester is receiving its fair share of investment dollars. We are looking at the week after Spring Break or sometime in April for the first meeting. The PSC Order also approves the analysis of network (underground) versus non-network (overhead) costs of service. In fact, the PSC Order goes so far as to call it a study. The Commission's decision rejects opposition to the analysis stating:

“Finally, citing pre-filed testimony, such opponents appear to oppose a JP provision requiring the Company to prepare an informational analysis intended to distinguish the embedded costs of service between network and non-network facilities. They complain that such a study provides speculative benefits at best. The group does not indicate any specific reason for their opposition to the informational analysis. Given that the cost behind the study has not been demonstrated to be a substantive element of the Rate Plans, we see no reason to disturb the signatory parties' agreement requiring the Company to conduct such study.”

Per the settlement, a meeting will be convened between Con Ed and WMC representatives to go over the parameters for the study to determine if Westchester (and Staten Island) residents served by primarily by overhead wires are subsidizing NYC residents served by a more reliable and expensive underground grid system.

There will also be a working group on property tax disclosures on the customer bill.

Proposal:

To monitor submissions, respond thereto, when necessary, participate in the WMC specific meetings, and provide periodic updates to our Consortium, we would propose an annual fixed fee for each of the rate years – We have had this arrangement with Rye, Rye Brook and Port Chester to monitor Veolia Water rate plans – The fee would be shared between my law firm and our expert in the rate case, Dr. Ben Johnson. We propose a flat fee of \$60,000 per annum (\$1,500 per year for each WMC member, if all 40 participate). If we do not include the generic proceedings, the annual fee would be reduced to \$50,000, or \$1,250 per member per year.

It has been a privilege to represent all of your municipalities. Regardless of your decision, the formation of the WMC has already produced substantial benefits for your communities. Please let me know if you have any questions.



City of Mount Vernon, New York

Staff Report

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104
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File #: TMP -2016

Agenda Date: 3/25/2026

Agenda #: 6.

City Council:

**AN ORDINANCE AUTHORIZING THE VITY OF MOUNT VERNON TO
COLLABORATE WITH THE HUTCHINSON RIVER RESTORATION
PROJECT AND KHALIPHA, INC. TO PROMOTE AND OBSERVE NATIONAL
ARBOR DAY ON APRIL 24, 2026**

Whereas, in correspondence dated March 31, 2025, the Commissioner of Planning and Community Development formally requested authorization for the Department of Planning, in coordination with the Department of Public Works and the Tree Advisory Board, to collaborate with the Hutchinson River Restoration Project (HRRP) and Khalipha, Inc. to celebrate National Arbor Day on April 24, 2026; and

Whereas, this event will celebrate the City's Tree City USA designation and raise awareness about the importance of planting and preserving trees. HRRP will assist in organizing stewardship and educational activities along the Hutchinson River corridor, including a ceremonial tree planting, light cleanup and invasive species awareness, and community engagement activities.;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization. The City of Mount Vernon is hereby authorized to collaborate with the Hutchinson River Restoration Project (HRRP) and Khalipha, Inc. to celebrate National Arbor Day on April 24, 2026

Section 2. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council.



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
MOUNT VERNON, NEW YORK 10550
PHONE: (914) 840-4029
EMAIL: MSPACE@MOUNTVERNONNY.GOV

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

March 31, 2026

VIA EMAIL:

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

Re: Request for the Mount Vernon City Council to enact legislation authorizing the City of Mount Vernon, in collaboration with Hutchinson River Restoration Project and Khalipha, Inc., to promote and observe National Arbor Day on April 24, 2026. For consideration on the April 8, 2026, City Council Agenda.

Honorable City Council Members:

I am writing to respectfully request that the Mount Vernon City Council enact legislation authorizing the Department of Planning and Community Development, in coordination with the Department of Public Works and the Tree Advisory Board, to collaborate with the Hutchinson River Restoration Project (HRRP) and Khalipha, Inc. to celebrate National Arbor Day on April 24, 2026.

This event will celebrate the City's Tree City USA designation and raise awareness about the importance of planting and preserving trees. HRRP will assist in organizing stewardship and educational activities along the Hutchinson River corridor, including a ceremonial tree planting, light cleanup and invasive species awareness, and community engagement activities. The event will also include tabling by regional watershed partners. The Department of Public Works will provide logistical support, including preparation of the tree bed for the planting ceremony. Outreach and promotion efforts will encourage resident participation in protecting and expanding the City's tree canopy.

We cordially invite members of the City Council to attend. Approval of this request will facilitate the City's collaboration with these community stakeholders and support ongoing environmental stewardship efforts. I am available to address any questions or concerns you may have regarding this request.

Respectfully submitted,

James Rausse, FAICP, WEDG

Dwayne Jones, DPW Commissioner

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff





City of Mount Vernon, New York

Staff Report

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File #: TMP -2027
A

Agenda Date: 4/8/2026

Agenda #: 7 -

City Council:

AN ORDINANCE RESCINDING ORDINANCE NO. 16, ADOPTED BY THE CITY COUNCIL ON FEBRUARY 11, 2026

Whereas, Ordinance No. 16 was adopted by the City Council on February 11, 2026, entitled “*AN ORDINANCE AUTHORIZING THE TRANSFER AND CONSOLIDATION OF ONE (1) SENIOR ACCOUNT CLERK POSITION AND ONE (1) SECRETARY POSITION INTO THE TITLE OF ASSISTANT COMMISSIONER OF PUBLIC WORKS, AMENDING THE 2026 FISCAL YEAR SALARY SCHEDULE, AND GRANTING A LEAVE OF ABSENCE*”; and

Whereas, the City Council has determined that it is in the best interest of the City of Mount Vernon to rescind Ordinance No. 16 of 2026 in its entirety.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Rescission. Ordinance No. 16 of 2026, adopted on February 11, 2026, is hereby rescinded in its entirety. All actions, approvals, and authorizations made pursuant to Ordinance No. 16 of 2026 are null and void.

Section 2. Severability. If any clause, sentence, paragraph, 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 of this Ordinance, but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 3. Further Actions. The City Comptroller, Corporation Counsel, and all other appropriate officials of the City of Mount Vernon are authorized and directed to take all actions necessary to implement the provisions of this Ordinance.

Section 4. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and approval by the Mayor.



City of Mount Vernon, New York

Staff Report

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File #: TMP -2028
A

Agenda Date: 4/8/2026

Agenda #: 8 -

City Council:

AN ORDINANCE AUTHORIZING THE TRANSFER AND CONSOLIDATION OF ONE (1) SENIOR ACCOUNT CLERK POSITION AND ONE (1) SECRETARY POSITION INTO THE TITLE OF ASSISTANT COMMISSIONER OF PUBLIC WORKS

Whereas, in correspondence dated February 5, 2026, the Commissioner of the Department of Public Works formally requested authorization for the transfer and consolidation of one (1) Senior Account Clerk position and one (1) Secretary position within the Department of Public Works into a single position titled Assistant Commissioner of Public Works, effective February 9, 2026, subject to approval by the Board of Estimate; and

Whereas, the Department of Public Works currently maintains authorized positions for one (1) Senior Account Clerk and one (1) Secretary within the Commissioner's Office; and

Whereas, the Department of Public Works continues to manage increasing administrative and financial complexity, including expanded compliance obligations, enhanced financial controls, interdepartmental coordination, extended operations, and emergency response responsibilities; and

Whereas, the Commissioner of Public Works has determined that consolidating the roles, duties, and responsibilities of the Senior Account Clerk and Secretary into a single executive-level administrative position will improve workflow efficiency, transparency, accountability for sensitive administrative and fiscal functions, and strategic support to the Commissioner; and

Whereas, the proposed consolidated position shall be titled Assistant Commissioner of Public Works; and

Whereas, sufficient funding exists within the Department of Public Works, the 2026 Fiscal Year adopted salary budget to support the creation of the Assistant Commissioner of Public Works position without the need for a transfer of funds; and

Whereas, the 2026 Fiscal Year adopted salary lines include:

- **Secretary** - Account A1490.101, Commissioner's Office (Salaries and Wages), \$60,000; and
- **Senior Account Clerk** - Account A1490.101, Commissioner's Office (Salaries and Wages), \$78,540; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Authorization of Position Transfer and Consolidation. The City Council hereby authorizes the transfer and consolidation of one (1) Senior Account Clerk position and one (1) Secretary position within the Department of Public Works into a single position titled Assistant Commissioner of Public Works, effective February 9, 2026, subject to approval by the Board of Estimate.

Section 2. Budget Determination. The City Council finds that sufficient funds exist within the Department of Public Works 2026 Fiscal Year adopted salary budget and that **no transfer of funds is required** to effectuate this Ordinance.

Section 3. Salary Amendment. The City Council hereby amends the 2026 Fiscal Year salary schedule as follows:

- **Secretary** - New Salary: \$1.00
- **Senior Account Clerk** - New Salary: \$1.00
- **Assistant Commissioner of Public Works** - New Salary: \$104,150.70, Grade 14, CSEA Union

Section 4. Board of Estimate Authorization. This Ordinance shall be submitted to the Board of Estimate for approval and authorization as required by law.

Section 5. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DWYANE JONES
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

REVISED LETTER

March 30, 2026

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

Re: Senior Account Clerk Consolidation, Transfer and Creation Assistant Commissioner

Dear Honorable City Council Members,

I am writing to formally request retroactive approval to consolidate and transfer the Senior Account Clerk within the Department of Public Works, to create the title of Assistant Commissioner of Public Works, effective February 9, 2026.

This position will be created by combining and consolidating the roles, duties, and responsibilities currently assigned to the Secretary and the Senior Account Clerk. The Department of Public Works continues to manage increasing administrative and financial complexity, including expanded compliance obligations, financial controls, and interdepartmental coordination tied to extended operations and emergency response. By consolidating responsibilities into a single executive-level administrative position, the Department will improve internal workflow efficiency, establish transparency, strengthen accountability for sensitive administrative and fiscal functions, and enhance strategic support to the Commissioner in a manner that exceeds the limitations of the existing separate roles.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds (N/A)

There is sufficient funding remaining 2026FY Salary Budget lines below, therefore a transfer of funds is not warranted for this acquisition.

Title	2026FY Adopted Salary
Secretary	A1490.101 Commissioner’s Office (Salaries and Wages) - \$60,000
Senior Account Clerk	A1490.101 Commissioner’s Office (Salaries and Wages) – 78,540

***There is \$122,554.84 remaining in both salary lines to cover the compensation for the new position**



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

JOHN NUCULOVIC
Deputy Commissioner

Step 2 - Salary Amendment

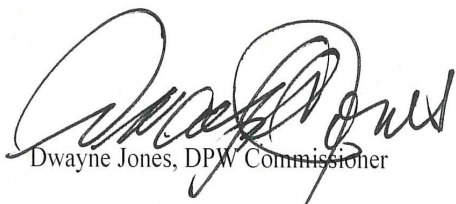
The proposed promotion includes the following salary amendment to transfer the remaining salary for the Senior Account Clerk and Secretary to fund the Assistant Commissioner of Public Works at a Grade 14 in accordance with the CSEA Union, as follows:

Title	New Salary
Secretary	\$1.00
Senior Account Clerk	\$1.00
Assistant Commissioner of Public Works – Fund	\$104,150.70

Step 3 – Salary Resolution - Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate, to coincide with this legislative request upon approval.

Thank you for consideration in this matter.

Respectfully,



Dwayne Jones, DPW Commissioner

Cc: Human Resources
File

Attachments: Assistant Commissioner of Public Works – Civil Service Job Specifications

ASSISTANT COMMISSIONER OF PUBLIC WORKS

DISTINGUISHING FEATURES OF THE CLASS: Under the general direction of the Commissioner, the incumbent will assist in confidential budgetary analysis, financial policy development, and monitoring financial compliance, including detailed financial review and evaluation of proposals referred to the Comptroller and Board of Estimates and Contracts. The incumbent will advise the Commissioner on actions related to financial impact, cost issues, budgetary compliance, and other cost/benefit implications. In addition, financial accounting and standardized application of functions such as account keeping, auditing, and related tasks. This requires the ability to handle highly sensitive and confidential information and analysis and involves effective working relationships with the Deputy Commissioner Infrastructure and Capital Improvements, the staff of the Finance Department and the Payroll Office, as well as other public officials in dealing with highly sensitive issues. Assists in the supervision of DPW Commissioners Office and Personnel; Does related duties as required.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY):

Assists the Commissioner with developing and recommending City financial and budget policies to the Board of Estimates for approval by the City Council; Under the direction of the Commissioner, monitor and ensure compliance of financial policies and procedures as directed by the City and approval by the City Council and Board of Estimates and Contracts; Analyzes and evaluates all submissions to the Comptroller and Board of Estimates and Contracts; Oversees and/or keeps time and records for projects and personnel; Coordinates personnel timekeeping records within Kronos or similar software; Keeps labor time and records for snow removal operations, and other extended operations such as emergencies and FEMA reimbursement documentation; Oversee and coordinate office administrative procedures and review, evaluate and implement new procedures; Maintain office files and records, ensuring they are up-to-date and properly managed, while perpetually ensuring data integrity and confidentiality; Receives remittances by mail or in person, verifies amount, computes interest and penalties, and posts to a book of original entry; Working across a spread spectrum of city departments regarding receiving and disbursing funds including Grants Team, Planning, Office of the Comptroller, and outside agencies such as United States Environmental Protection Agency, New York State Department of Environmental Conservation, and various and sundry grant funding streams.

REQUIRED KNOWLEDGE, SKILL AND ABILITIES: Candidates must have thorough knowledge of principles and practices of municipal finance, budgeting, accounting, fiscal controls, including fund accounting and grant management; must have thorough knowledge of governmental budget preparation, monitoring, and compliance, including familiarity with Board of Estimates and Contracts procedures; comptroller review processes, and City Council approval requirements; good knowledge of applicable federal, state, local laws, rules, and regulations affecting public works operations, labor reporting, payroll administration, and financial compliance. Including; must have the ability to analyze complex financial, budgetary, operational data and be able to prepare clear accurate reports and recommendations for executive-level decision-making; ability to interpret and evaluate financial proposals, contracts, and funding submissions for cost, compliance, and long-term fiscal impact; ability to handle highly sensitive and confidential information with discretion, integrity, and professionalism; ability to supervise, train, and evaluate clerical and professional staff, including the ability to recommend disciplinary action in accordance with established policies and collective bargaining agreements; ability to plan, coordinate, and

manage office operations to ensure efficiency, compliance, accuracy, and continuity of departmental administrative functions; ability to communicate effectively, both orally and in writing, with elected officials, department heads, staff, external agencies, and the public.; Must be able to establish and maintain effective working relationships with City departments, regulatory agencies, funding entities, and external stakeholders; Proficiency in maintaining accurate records, ensuring data integrity, and utilizing financial and administrative software systems; Must be able to respond effectively under pressure during emergencies, extended operations, and time-sensitive financial reporting periods; tact and courtesy; integrity; dependability; good judgment; initiative; resourcefulness; and physical condition commensurate with the demands of the position.

ACCEPTABLE EXPERIENCE AND TRAINING: Graduation from a New York State recognized College or University with Bachelor's Degree; PLUS three years of experience relating to civil/municipal work one of which must have been in a supervisory/financial management experience and extensive dealing with the public.

Approved via telephone
CSC - new - 1/23/26



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1915
A

Agenda Date: 4/8/2026

Agenda #: 9 -

City Council:

AN ORDINANCE AUTHORIZING A ONE-YEAR LEAVE OF ABSENCE FOR LOMARI PAYNE FROM THE POSITION OF SENIOR ACCOUNT CLERK IN THE DEPARTMENT OF PUBLIC WORKS

Whereas, in correspondence dated March 24, 2026, the former Senior Account Clerk in the Department of Public Works formally requested authorization for a leave of absence from her position for a period of one (1) year, commencing March 23, 2026, and terminating on March 22, 2027; and

Whereas, Lomari Payne has been selected to fulfill the duties of Assistant Commissioner of Public Works, a position that carries increased responsibilities and administrative oversight; and

Whereas, pursuant to the applicable Civil Service Employees Association (CSEA) collective bargaining agreement, employees may be granted a leave of absence for the purpose of serving in a higher-level or provisional appointment; and

Whereas, Lomari Payne has formally requested a one (1) year leave of absence from her position as Senior Account Clerk to accept and perform the duties of Assistant Commissioner of Public Works; and

Whereas, the City Council finds that granting this leave of absence serves the best interests of the City by allowing continuity of service and administrative leadership within the Department of Public Works;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization of Leave of Absence. The City Council hereby authorizes a leave of absence for Lomari Payne from her position as Senior Account Clerk in the Department of Public Works for a period of one (1) year.

Section 2. Term of Leave. The leave of absence shall commence on March 23, 2026, and shall expire on March 22, 2027, unless extended or terminated earlier in accordance with applicable laws, rules, and collective bargaining agreements.

Section 3. Purpose of Leave. The leave of absence is granted for the purpose of allowing Lomari Payne to serve in the capacity of Assistant Commissioner of Public Works.

Section 4. Rights Upon Return. Upon expiration of the authorized leave, Lomari Payne shall be entitled to return to her position of Senior Account Clerk, subject to the terms and conditions set forth in the applicable CSEA collective bargaining agreement and Civil Service Law.

Section 5. Compliance with Collective Bargaining Agreement. This leave of absence shall

be administered in accordance with the provisions of the Civil Service Employees Association (CSEA) collective bargaining agreement and all applicable laws and regulations.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the 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) 914-665-2343
email:dpwconcerns@mountvernonny.gov

DWAYNE A. JONES
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

March 24, 2026

Human Resources
City of Mount Vernon
City Hall, Mount Vernon, New York 10550

Re: Leave of Absence – Lomari Payne

To Whom it May Concern,

I, Lomari Payne, Senior Account Clerk of Public Works respectfully request a one (1) year leave of absence from Senior Account Clerk to fulfill the position Assistant Commissioner of Public Works within the Department of Public Works.

My leave of absence will be effective March 23, 2026 through March 22, 2027 in accordance with my CSEA union contract.

Respectfully,

Lomari Payne
Former Senior Account Clerk- Department of Public Works

CC: Commissioner Dwayne A. Jones
CSEA
File

“The Jewel of Westchester”



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -2029
A

Agenda Date: 4/8/2026

Agenda #: 10 -

City Council:

AN ORDINANCE RESCINDING ORDINANCE NO. 18, ADOPTED BY THE CITY COUNCIL ON FEBRUARY 11, 2026

Whereas, Ordinance No. 18 was adopted by the City Council on February 11, 2026, entitled “*AN ORDINANCE AUTHORIZING THE TRANSFER OF ONE (1) CODE ENFORCEMENT OFFICER POSITION TO THE TITLE OF CODE ENFORCEMENT COORDINATOR WITHIN THE DEPARTMENT OF PUBLIC WORKS, APPROVING A BUDGET TRANSFER, AMENDING THE 2026 FISCAL YEAR SALARY SCHEDULE, AND GRANTING A LEAVE OF ABSENCE*”; and

Whereas, the City Council has determined that it is in the best interest of the City of Mount Vernon to rescind Ordinance No. 18 of 2026 in its entirety;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Rescission. Ordinance No. 18 of 2026, adopted on February 11, 2026, is hereby rescinded in its entirety. All actions, approvals, and authorizations made pursuant to Ordinance No. 18 of 2026 are null and void.

Section 2. Severability. If any clause, sentence, paragraph, 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 of this Ordinance, but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 3. Further Actions. The City Comptroller, Corporation Counsel, and all other appropriate officials of the City of Mount Vernon are authorized and directed to take all actions necessary to implement the provisions of this Ordinance.

Section 4. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and approval by the Mayor.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
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File #: TMP -2030
A

Agenda Date: 4/8/2026

Agenda #: 11 -

City Council:

**AN ORDINANCE AUTHORIZING THE
TRANSFER OF ONE (1) CODE ENFORCEMENT
OFFICER POSITION TO THE TITLE OF CODE
ENFORCEMENT COORDINATOR WITHIN
THE DEPARTMENT OF PUBLIC WORKS,
APPROVING A BUDGET TRANSFER**

Whereas, in correspondence dated February 5, 2026, the Commissioner of the Department of Public Works formally requested authorization of the transfer of one (1) Code Enforcement Officer position within the Department of Public Works to the title of Code Enforcement Coordinator, effective February 9, 2026, subject to approval by the Board of Estimate; and

Whereas, the City of Mount Vernon employs Code Enforcement Officers within the Department of Public Works to enforce local laws, ordinances, and public-safety regulations; and

Whereas, during the most recent enforcement period, the City's Code Enforcement process issued in excess of \$1.6 million in summonses and violations, representing an unprecedented level of compliance enforcement, revenue generation, and public-safety impact; and

Whereas, this volume and complexity of enforcement activity substantially exceeds the customary scope of an individual enforcement role and reflects responsibilities consistent with a program-level coordination position; and

Whereas, the Code Enforcement function now requires significant coordination among multiple intergovernmental and municipal entities, including the Department of Buildings, Police Department, Fire Department, Law Department, and the New York State Courts System; and

Whereas, the Commissioner of Public Works has determined that the transfer of one (1) Code Enforcement Officer position to the title of Code Enforcement Coordinator is necessary to ensure effective oversight, coordination, and accountability of enforcement operations; and

Whereas, funding for this action is available within the 2026 Fiscal Year adopted budget through a budget transfer within the Sanitation Department; and

Whereas, the current salary of \$73,818 for the Code Enforcement Officer is already budgeted within Account A8160.101 - Sanitation (Salaries and Wages); and

Whereas, an additional transfer of funds in the amount of \$1,586.25 is required to fully fund the Code Enforcement Coordinator position; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF

MOUNT VERNON:

Section 1. Authorization of Position Transfer. The City Council hereby authorizes the transfer of one (1) Code Enforcement Officer position within the Department of Public Works to the title of Code Enforcement Coordinator, effective February 9, 2026, subject to approval by the Board of Estimate.

Section 2. Budget Transfer Authorization. The City Council hereby authorizes the following 2026 Fiscal Year budget transfer:

- **From:** A8160.203 - Sanitation (Equipment)
- **To:** A8160.101 - Sanitation (Salaries and Wages)
- **Amount:** \$1,586.25

Section 3. Salary Amendment. The City Council hereby amends the 2026 Fiscal Year salary schedule as follows:

- **Code Enforcement Officer** - New Salary: \$1.00
- **Code Enforcement Coordinator** - New Salary: \$75,069.64

Section 4. Board of Estimate Authorization. This Ordinance shall be submitted to the Board of Estimate for approval and authorization as required by law.

Section 5. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

REVISED LETTER

March 30, 2026

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

Re: Consolidation and Transfer of Code Enforcement Officer to Create the title of Code Enforcement Coordinator

Dear Honorable City Council Members,

I am writing to formally retroactively request approval to consolidate and transfer the title of Code Enforcement Officer within the Department of Public Works, to create the title of Code Enforcement Coordinator, effective February 9, 2026.

Over the most recent enforcement period, the current Code Enforcement Officer has issued more than \$1.6 million in summonses and violations (*please see attached report*), representing an unprecedented level of compliance enforcement, revenue generation, and public-safety impact for the City. This level of output significantly exceeds the customary scope of an individual enforcement role and reflects responsibilities more consistent with a program-level position.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds

Funding for this acquisition is available via the following 2026FY Budget Transfer.

From	To
A8160.203 Sanitation (Equipment) - \$1,586.25	A8160.101 Sanitation (Salaries and Wages) - \$1,586.25

****The current salary of \$73,818 for Code Enforcement Officer is already budgeted within A8160.101 Sanitation (Salaries and Wages), therefore there is no need to transfer these funds.***



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

JOHN NUCULOVIC
Deputy Commissioner

Step 2 - Salary Amendment

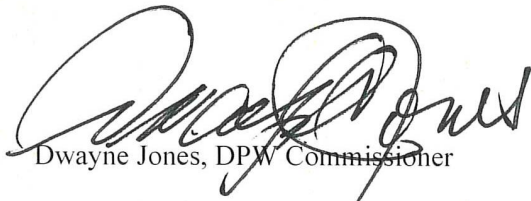
The proposed promotion includes the following salary amendment to transfer the remaining salary for the Code Enforcement Officer to fund the Code Enforcement Coordinator, as follows:

Title	New Salary
Code Enforcement Officer	\$1.00
Code Enforcement Coordinator – Fund	\$75,069.64

Step 3 – Salary Resolution - Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate, to coincide with this legislative request upon approval.

Thank you for consideration in this matter.

Respectfully,


Dwayne Jones, DPW Commissioner

Dwayne Jones Commissioner
of Public Works

Cc: Human Resources
File

Attachments: Code Enforcement Report
Code Enforcement Coordinator – Civil Service Job Specifications

CODE ENFORCEMENT COORDINATOR
Department of Public Works

DISTINGUISHING FEATURES OF THE CLASS: Under the direction of the Commissioner and/or Deputy Commissioner of Public Works, the incumbent is responsible for coordinating, administering and supporting the municipal code enforcement compliance activities as they relate to public works operations, infrastructure, sanitation, legal dumping, property maintenance, abandoned vehicles, and quality-of-life conditions. This position focuses on field operations, interdepartmental coordination, compliance tracking, court support and community response. The role supports operational documentation, coordinating with legal counsel and representing the department at court hearings, public hearings and during after-hour weekend operations as required. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Conduct field inspections and follow-up investigations related to complaints and observed violations impacting public health, safety and quality of life;
Prepare inspection reports, notices of violations, affidavits, summonses, photographic documentation and related enforcement records;
Coordinate with the City Law Department to prepare cases for administrative or municipal court proceedings;
Attend and testify at court hearings regarding code enforcement and compliance matters as required;
Track compliance timelines, court outcomes and corrective actions using case management or work-order software;
Coordinate enforcement activity with DPW divisions, Police Department, Fire Department, Buildings and Planning and external agencies as appropriate;
Participate in community meetings, public forums and outreach initiatives to explain code requirements and compliance processes;
Assist in evaluating operational challenges and recommending procedural improvements related to enforcement workflows;
Support data collection and reporting on enforcement activity, response times and compliance outcomes.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Candidates must have good knowledge of municipal codes, ordinances, public works regulations and procedures; must have knowledge of inspection techniques, documentation standards and court preparation and practices; must be able to interpret and apply laws, regulations and departmental practices; must have the ability to communicate clearly and effectively, both orally and in writing, including testimony in court settings; must have the ability to work collaboratively with multiple departments and external agencies; must have the ability to exercise a high degree of independent sound judgement, tact and courtesy; honesty; professionalism; initiative; candidates must be able to organize work, maintain accurate records and meet deadlines; must have proficiency in the use of computers and case management or work-order software and physical condition commensurate with the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE:

Graduation from high school or possession of an equivalency diploma issued by the New York State Education Department; PLUS 1 year of experience as a Code Enforcement Officer and extensive dealing with the public.

SPECIAL REQUIREMENTS:

1. Must be able to work weekend, holiday and after-hours operations when required.
2. Must have a valid New York State Driver's License.
3. Must have a New York State Code Enforcement Certification.

CSC

Adopted – 2/18/26



City of Mount Vernon, New York

Staff Report

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

File #: TMP -2042
A

Agenda Date: 4/8/2026

Agenda #: 12 -

City Council:

AN ORDINANCE AUTHORIZING THE DEPARTMENT OF RECREATION TO CO-SPONSOR THE ANNUAL AUTISM AWARENESS WALK AND CELEBRATION, AND PROVIDING FOR RELATED PUBLIC SAFETY AND TRAFFIC CONTROL MEASURES

Whereas, in correspondence dated March 23, 2026, the Deputy Commissioner of the Department of Recreation formally requested authorization for the Department of Recreation to co-sponsor the Annual Autism Awareness Walk and Celebration on Saturday, April 25, 2026, between the hours of 11:00 a.m. and 1:00 p.m.; and

Whereas, the Autism Awareness Walk serves as an important community event dedicated to raising awareness, fostering understanding, and advocating for individuals on the autism spectrum and their families; and

Whereas, the event promotes unity, inclusivity, and acceptance while helping to challenge stigma and misconceptions surrounding autism; and

Whereas, the walk will commence at the steps of City Hall and proceed along a designated route through the City, culminating in a community celebration; and

Whereas, the safety and well-being of participants and the general public require coordination with the Mount Vernon Police Department for traffic control and pedestrian safety during the event; and

Whereas, the City Council finds that co-sponsorship of this event serves a valid public purpose by promoting community engagement, public awareness, and civic pride;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization to Co-Sponsor Event. The City of Mount Vernon, through its Department of Recreation, is hereby authorized to co-sponsor the 2026 Autism Awareness Walk and Celebration on Saturday, April 25, 2026, between the hours of 11:00 a.m. and 1:00 p.m.

Section 2. Event Route

The authorized route for the Autism Awareness Walk shall be as follows:

- Commencing at the steps of City Hall;

- Proceeding toward North 7th Avenue;
- Turning right onto North 7th Avenue;
- Continuing to Lincoln Avenue and turning right;
- Proceeding to Gramatan Avenue and turning left;
- Continuing to William Street and turning left;
- Proceeding to North High Street, where the event will conclude at the designated celebration location.

The Department of Recreation is authorized to make minor adjustments to the route as necessary in coordination with public safety officials.

Section 3. Police Escort and Traffic Control. The Mount Vernon Police Department is hereby authorized and directed to provide appropriate police escort and traffic control services along the event route to ensure the safety of participants and the public, including assistance at highly trafficked intersections.

Section 4. Interdepartmental Coordination. All relevant City departments, including but not limited to the Police Department, Department of Public Works, and Department of Recreation, are hereby authorized and directed to cooperate and provide such assistance as may be necessary to facilitate the successful execution of the event.

Section 5. Liability and Permits. The Department of Recreation shall ensure that all required permits, insurance, and approvals are obtained in accordance with applicable laws, rules, and regulations prior to the event.

Section 6. 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.

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



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

March 23, 2026

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

Re: 2026 Autism Awareness Walk and Celebration

Dear Honorable Council Members:

The Department of Recreation requests that the City Council adopt an ordinance allowing the department to co-sponsor the Annual Autism Awareness Walk on Saturday, April 25, 2026, from 11 am - 1 pm. The walk starts on the steps of City Hall and proceeds to the designated location.

The annual Autism Walk represents our community's unity and spirit. It serves as a platform for raising awareness, fostering understanding, and advocating for individuals on the autism spectrum and their families. This event brings our communities together, demonstrating our commitment to support and celebrate neurodiversity. The walk symbolizes our collective solidarity, promoting inclusivity and acceptance while challenging the stigma and misconceptions surrounding autism.

This year (as in years past), we will start on the steps of City Hall. We will walk toward N. 7th Ave., make a right then proceed up N. 7th Ave and make right on to Lincoln Ave. We will then make a left on to Gramatan Ave. and walk to William Street then make a left on to N. High Street (531 Map included), where the celebration of Autism Awareness will commence.

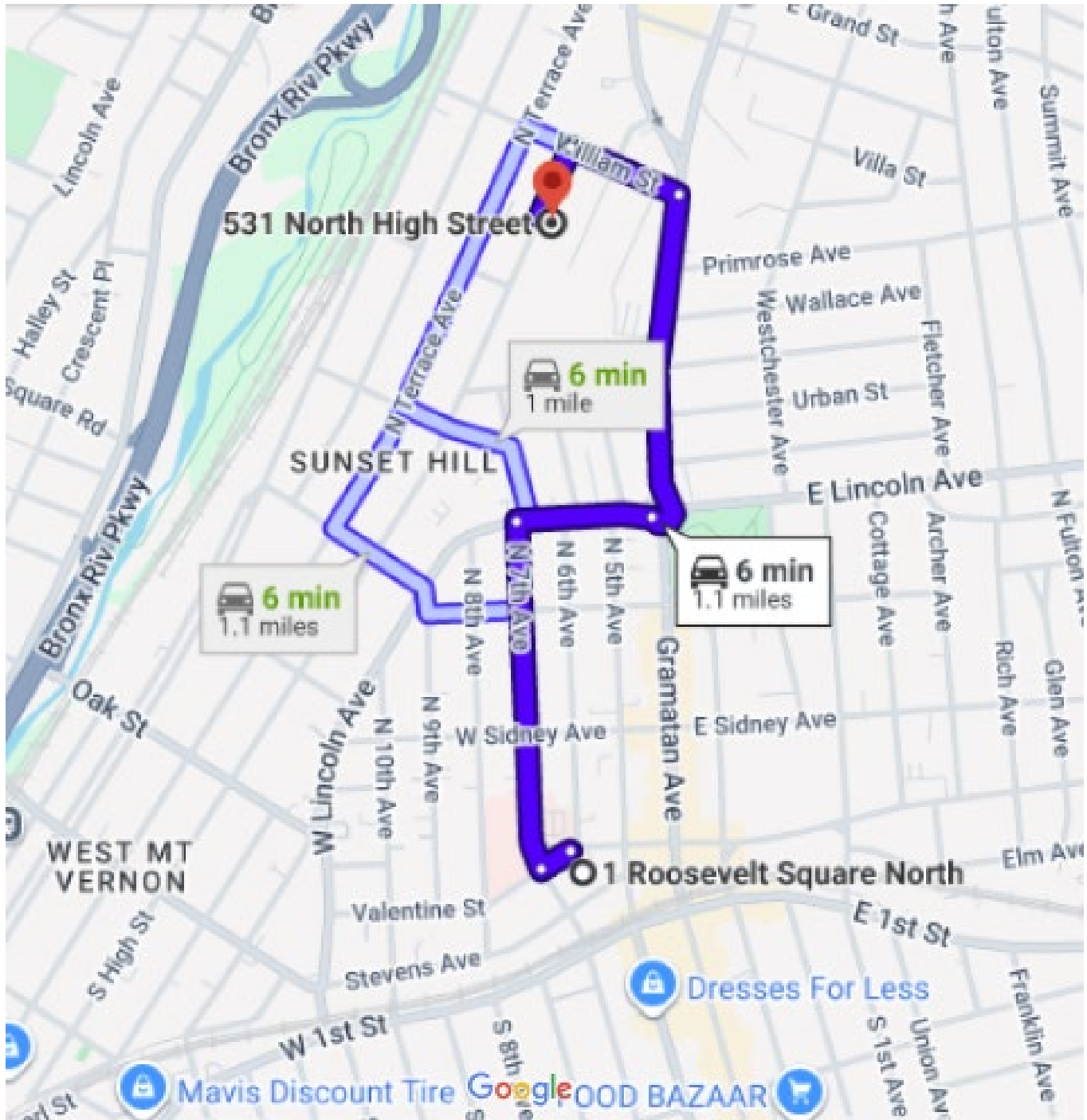
We request a Police escort to assist in crossing highly trafficked areas throughout the duration of the walk.

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

cc: Kathleen Walker-Pinckney, Commissioner
Shawyn Patterson-Howard, Mayor





**CITY OF MOUNT VERNON
POLICE DEPARTMENT
SUPPORT SERVICES DIVISION**



(914) 665-2500 FAX (914) 665-2559

*Lieutenant Juliet Evans
Commanding Officer*

*Sergeant Daniel De Benedictis
Executive Officer*

Date: March 26, 2026

To: Office of the Police Commissioner

From: Sgt. De Benedictis, Executive Officer, Support Services Division

Subject: 2026 Autism Awareness Walk and Celebration

The Department of Recreation is requesting that the City Council adopt an ordinance allowing them to co-sponsor the 2026 Autism Awareness Walk and celebration. This event is scheduled for Saturday, April 25, 2026, from 1100 - 1300 hours at Hartley Park

Based on the Information provided approval is recommended and the following recommendations are as followed:

- Auxiliary officers be assigned
- The Patrol Supervisor should monitor the event and be authorized to hire officers on an overtime basis should the need arise.
- All participants are to utilize the sidewalks at all times.

Sgt. De Benedictis #3
Executive Officers
Support Services Division

CC: Patrol Division



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -2031
A

Agenda Date: 4/8/2026

Agenda #: 13 -

AN ORDINANCE AUTHORIZING THE MAYOR TO RETROACTIVELY ENTER INTO AN AGREEMENT WITH THE WESTCHESTER COUNTY OFFICE OF SENIOR PROGRAMS AND SERVICES FOR THE 2025-2026 NEW YORK STATE TRANSPORTATION PROGRAM

Whereas, in correspondence dated March 13, 2026, the Deputy Commissioner of the Department of Recreation formally requested authorization for the Mayor of the City of Mount Vernon to retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services for participation in the New York State Transportation Program for the period of April 1, 2025, through March 31, 2026; and

Whereas, the City of Mount Vernon seeks to provide essential transportation services to its senior residents to ensure access to medical care, nutrition programs, and other vital services; and

Whereas, the Westchester County Office of Senior Programs and Services administers funding under the New York State Transportation Program to support such services for eligible municipalities; and

Whereas, the City of Mount Vernon has been awarded funding in the total amount of Seven Thousand Six Hundred Twenty-One Dollars (\$7,621.00) for the contract period commencing April 1, 2025, and terminating March 31, 2026; and

Whereas, the City Council desires to authorize the Mayor to enter into an agreement with the Westchester County Office of Senior Programs and Services to accept and utilize said funds for the benefit of the City's senior population; and

Whereas, it is necessary to properly account for and appropriate these funds within the City's budget;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization of Agreement. The Mayor of the City of Mount Vernon is hereby authorized and directed to retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services for participation in the New York State Transportation Program for the period of April 1, 2025, through March 31, 2026.

Section 2. Funding and Revenue. The total funding of Seven Thousand Six Hundred Twenty-One Dollars (\$7,621.00) shall be accepted and deposited into Revenue Code **A4803.1**.

Section 3. Appropriation of Funds. The funds received pursuant to this agreement are hereby appropriated to Budget Codes A7020.401 and A7020.402 to support transportation services for senior citizens.

Section 4. Implementation. The Mayor, Comptroller, and any other appropriate City officials are hereby authorized to take any and all actions necessary to carry out the intent and purpose of this Ordinance.

Section 5. 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.

Section 6. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



CITY OF MOUNT VERNON, 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

March 13, 2026

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

Re: 2025-2026 New York State Transportation Contract

Dear Honorable Council Members:

This letter comes to request that the City Council retroactively enact legislation that would enable the Mayor to enter into agreement with the Westchester County Office of Senior Programs and Services under the State Transportation Program for the contract period April 1, 2025 – March 31, 2026.

The total budget is: \$7,621

Funds for State Transportation program are to be deposited into revenue code A4803.1 to provide for appropriation in budget Code A7020.401 & A7020.402

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

- cc: Kathleen Walker-Pinckney, Commissioner
- Shawyn Patterson-Howard, Mayor
- Darren Morton, Comptroller
- Brian Johnson, Corporation Counsel
- File



Kenneth W. Jenkins
County Executive

Department of Senior Programs and Services

Mae Carpenter
Commissioner

March 11, 2026

Mr. Andre G. Early
Deputy Commissioner
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550

RE: NY State Transportation Services Contract: PY 2025 - 2026

Dear Mr. Early:

Attached to the e-mail that was sent with this letter is a blank copy of the New York State Transportation Program contract for various transportation costs. The contract is comprised of an Agreement and Schedules "A", "B", "C", "D", "E", "F" and "G," for the program period commencing retroactively on April 1, 2025 and continuing through March 31, 2026. State funding for the contract will be in an amount not-to-exceed \$7,621. Please be advised that the Department of Senior Programs and Services ("Department") may reduce the funding for the contract if the New York State Office for the Aging reduces the Department's grant funding, in which case you will be notified.

NOTICE:

The updated Standard Assurances form received from NYSOFA, referenced in the IMA as Schedule "G" of the Agreement, has been included.

You **MUST** use the original contract documents that we have provided. **NO ALTERATIONS** may be made to the contract without the prior consent of the Department. **Please DO NOT fill-out the contract electronically as we want to maintain the integrity of the document.** Non-compliance with these requests will result in the contract returned to the municipality. Please print a copy of the contract and fill it out making sure that where signatures are required on all documents that they are original. Contracts with COPIED signatures are unacceptable. We also recommend that you keep a blank copy of the contract in the event that you need to reprint a page and keep a completed copy of the agreement for your records.

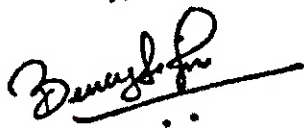
Return the **ENTIRE** completed originally signed agreement and all supporting schedules to me at the address in the footer below.

Refer to the "Standard Insurance Provisions" in Schedule "C" for detailed information regarding **ALL** required insurances, which should be submitted with the contract, or the contract will be on hold pending receipt of any missing insurance form or any form that is not adequately filled out.

Remember to list the County of Westchester as “Additional Insured” on the Certificate of Liability Insurance.

Please direct program related questions to your contract monitor Beverly Carter at 914-813-6058 or via e-mail at bdcl@westchestercountyny.gov. Questions pertaining to the processing of the contract should be directed to me at 914-813-6058 or via e-mail at benl@westchestercountyny.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Bency Liju", written over a horizontal line. There are two small dots below the line.

Bency Liju
Program Administrator (Contract Management)

Attachments



City of Mount Vernon, New York

Staff Report

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

File #: TMP -2033
A

Agenda Date: 4/8/2026

Agenda #: 14 -

City Council:

**AN ORDINANCE AUTHORIZING THE MAYOR TO
RETROACTIVELY ENTER INTO AN AGREEMENT
WITH THE WESTCHESTER COUNTY OFFICE OF
SENIOR PROGRAMS AND SERVICES FOR THE
2025 TITLE IIIC-1 AND IIIC-2 NUTRITION
PROGRAMS AND THE NATIONAL SENIOR
NUTRITION PROGRAM (NSIP)**

Whereas, in correspondence dated March 23, 2026, the Deputy Commissioner of the Department of Recreation formally requested authorization for Mayor to retroactively enter into an agreement, and any amendments thereto, with the Westchester County Office of Senior Programs and Services for the administration and funding of the Title IIIC-1 and IIIC-2 Nutrition Programs and the National Senior Nutrition Program (NSIP) for the periods specified herein; and

Whereas, the City of Mount Vernon, through its Department of Recreation and Senior Services, provides essential nutrition services to senior residents pursuant to Title IIIC of the Older Americans Act; and

Whereas, the Westchester County Office of Senior Programs and Services administers funding for congregate and home-delivered meal programs (Title IIIC-1 and IIIC-2) as well as the National Senior Nutrition Program (NSIP); and

Whereas, the City of Mount Vernon seeks to continue its participation in these programs to ensure the health, well-being, and nutritional needs of its senior population are met; and

Whereas, the proposed agreement covers the program period retroactively from January 1, 2025, through December 31, 2025, for the Title IIIC-1 and IIIC-2 Nutrition Programs, and October 1, 2024, through September 30, 2025, for the NSIP Program; and

Whereas, the total funding allocations for said programs are as follows:

- **Title IIIC-1 & IIIC-2 (Nutrition Programs):**
 - Area Agency Funding: \$175,843
 - Cost to the City: \$ 51,949

 - Total Program Budget: \$227,792

- **Title IIIC-1 & IIIC-2 (NSIP):**
 - Area Agency Funding: \$11,988
 - Cost to the City: \$ -0-

- Total Program Budget: \$11,988

Whereas, the funds received shall be deposited into Revenue Account A4803.1 and appropriated to Budget Account A6774.479 to support program operations; and

Whereas, it is necessary to authorize the Mayor to execute said agreement and any related documents to secure funding and continue program services.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS:

Section 1. Authorization of Agreement. The Mayor is hereby authorized and directed to retroactively enter into an agreement, and any amendments thereto, with the Westchester County Office of Senior Programs and Services for the administration and funding of the Title IIC-1 and IIC-2 Nutrition Programs and the National Senior Nutrition Program (NSIP) for the periods specified herein.

Section 2. Program Funding. The funding for the programs shall be as follows:

A. Title IIC-1 & IIC-2 Nutrition Programs

- Area Agency Contribution: \$175,843
- City Contribution: \$51,949
- Total Program Budget: \$227,792

B. Title IIC-1 & IIC-2 (NSIP)

- Area Agency Contribution: \$11,988
- City Contribution: \$0
- Total Program Budget: \$11,988

Section 3. Budgetary Provisions. All funds received pursuant to this agreement shall be deposited into Revenue Account A4803.1 and appropriated to Budget Account A6774.479, or such other accounts as may be designated by the Comptroller, for the purpose of administering the nutrition programs.

Section 4. Retroactive Effect. This Ordinance shall take effect immediately and shall apply retroactively to January 1, 2025, for the Title IIC Programs and October 1, 2024, for the NSIP Program.

Section 5. Severability. If any clause, sentence, paragraph, or part of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



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

March 24, 2026

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

RE: 2025 Title IIIC -1 & IIIC -2 Nutrition Contract

Dear Honorable Members:

This letter comes to request that the City Council retroactively enact Legislation that would enable the Mayor to enter into agreement with the Westchester County Office of Senior Programs and Services. The contract covers the program period commencing retroactively on January 1, 2025 through December 31, 2025 for the III-C Programs and October 1, 2024 through September 30, 2025 for NSIP.

The total budget is as follows per enclosed letter:

<u>Title IIIC-1 & IIIC-2 (Nutrition)</u>		<u>Title IIIC-1& IIIC-2 (NSIP)</u>	
Area Agency	\$175,843	Area Agency	\$11,988
Cost to City	<u>\$ 51,949</u>	Cost to City	<u>\$ -0-</u>
Total Budget	\$227,792	Total Budget	\$11,988

Funds for the Title IIIC-1 IIC-2 are to be deposited in revenue A4803.1 to provide for appropriation in budget code A6774.479

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

- cc: Kathleen Walker-Pinckney, Commissioner
- Shawyn Patterson-Howard, Mayor
- Darren Morton, Comptroller
- Brian Johnson, Corporation Counsel
- File



Kenneth W. Jenkins
County Executive

Department of Senior Programs and Services

Mae Carpenter
Commissioner

March 24, 2026

Mr. Andre G. Early
Deputy Commissioner
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550

RE: Title III-C/NSIP: Meals & Nutrition-Related Services Contract, PY 2025

Dear Mr. Early:

Attached to the e-mail that was sent with this letter is a blank copy of the Title III-C and Nutrition Services Incentive Program (NSIP) contract for Meals & Nutrition-Related Services to be provided by **City of Mount Vernon**. The contract is comprised of an Agreement and Schedules “A”, “B”, “C”, “D”, “E,” “F”, “G”, “H” and “I” and covers the program period commencing retroactively on January 1, 2025 through December 31, 2025 for the III-C Programs and October 1, 2024 through September 30, 2025 for NSIP. Funding for the program will be in the amounts indicated below for actual services provided and data- entered in the New York State Office for the Aging’s (“NYSOFA”) electronic reporting system: PeerPlace. The Department may reduce the amount payable to its contractors if NYSOFA reduces the Department’s Federal funding, in which case you will be notified.

Please be aware that the NSIP funding listed below are high estimates to cover your program for the projected annual NSIP allocation.

PROGRAM	FEDERAL FUNDS	MUNICIPALITY MATCH
III-C-1	\$91,997.00	\$27,333.00
Estimated III-C1 NSIP	\$6,308.00	N/A
III-C-2	\$83,846.00	\$24,616.00
Estimated III-C2 NSIP	\$5,680.00	N/A

Please refer to the “Standard Insurance Provisions” in Schedule “C” for detailed information regarding ALL required insurances. Contracts will be on hold pending receipt of any missing insurance form. Remember to list the County of Westchester as an Additional Insured on the Certificate of Liability Insurance.

You are required to mail in the completed PeerPlace MONTHLY REPORT signed by the staff member responsible for the report. The reports should be received by the County no later than the tenth (10th) day of the following month. The County reserves the right to withhold payment to Contractor for its failure to submit the monthly report by the deadline until the monthly report is received by the County.

Return the entire completed and originally signed contract to me at the address listed in the footer on the first page. We suggest that you keep a completed copy of the entire contract for your records. Please direct program-related questions to your contract monitor, Patricia Szeliga, at 914-813-6432 or via e-mail at pls3@westchestercountyny.gov. You may also contact me at 914-813-6058 or via e-mail at benl@westchestercountyny.gov for questions pertaining to the processing of the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Bency Liju", written over a horizontal line. There are two small dots below the line.

Bency Liju
Program Administrator (Contract Management)

Attachments



City of Mount Vernon, New York

Staff Report

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

File #: TMP -2036

Agenda Date: 4/8/2026

Agenda #: 15.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO RETROACTIVELY ENTER INTO AN AGREEMENT WITH THE WESTCHESTER COUNTY OFFICE OF SENIOR PROGRAMS UNDER THE TITLE IIIB TRANSPORTATION SERVICES CONTRACT FOR FISCAL YEAR 2025

Whereas, in correspondence dated March 26, 2026, the Deputy Commissioner of the Department of Recreation formally requested authorization for the Mayor of the City of Mount Vernon to retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services for participation in the New York State Transportation Services contract under Title IIIB for the period of January 1, 2025, through December 31, 2025; and

Whereas, the City of Mount Vernon seeks to provide essential transportation services to its senior residents to ensure access to medical care, nutrition programs, and other vital services; and

Whereas, the Westchester County Office of Senior Programs and Services administers funding under the New York State Transportation Program to support such services for eligible municipalities; and

Whereas, the City of Mount Vernon was awarded funding in the total amount of Seventeen Thousand One-Hundred and Fifty-Four Dollars (\$17,154.00) for the contract period commencing January 1, 2025, and terminating December 31, 2025; and

Whereas, the City Council desires to authorize the Mayor to retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services to accept and utilize said funds for the benefit of the City's senior population; and

Whereas, it is necessary to properly account for and appropriate these funds within the City's budget;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization of Agreement. The Mayor of the City of Mount Vernon is hereby authorized and directed to retroactively enter into an agreement with the Westchester County Office of Senior Programs and Services for participation in the New York State Transportation Program under Title IIIB for the period of January 1, 2025, through December 31, 2025.

Section 2. Funding and Revenue. The total funding of Seventeen Thousand One-Hundred and Fifty-Four Dollars (\$17,154.00) shall be accepted and deposited into Revenue Code A4803.1 to provide for appropriation in budget Code A6774.104, A6774.458.

Section 3. Appropriation of Funds . The funds received pursuant to this agreement are hereby appropriated to Budget Codes A6774.104 and A6774.458 to support transportation services for senior



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

March 26, 2026

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

RE: 2025 Title IIIB Transportation Services Contract

Dear Honorable Members:

This letter comes to request that the City Council retroactively enact Legislation that would enable the Mayor to enter into agreement with the Westchester County Office of Senior Programs and Services under the IIIB Transportation Services Contract Program for the contract period January 1, 2025 – December 31, 2025.

The total budget is:

Total Budget	\$41,838
County Share	\$24,684
Local Share	\$17,154

Funds for IIIB Transportation program are to be deposited in revenue code A4803.1 to provide for an appropriation in budget Code A6774.104, A6774.458

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

- cc: Kathleen Walker-Pinckney, Commissioner
- Shawyn Patterson-Howard, Mayor
- Darren Morton, Comptroller
- Brian Johnson, Corporation Counsel
- File



Kenneth W. Jenkins
County Executive

Department of Senior Programs and Services

Mae Carpenter
Commissioner

February 10, 2026

Ms. Andre G. Early
Deputy Commissioner
City of Mount Vernon
City Hall - 1 Roosevelt Square
Mount Vernon, NY 10550

RE: Title III-B Transportation Services Contract, PY 2025

Dear Ms. Early:

Attached to the e-mail that was sent with this letter is a blank copy of the contract for transportation services (“Services”) to be provided by the **City of Mount Vernon** (the “Municipality”) in accordance with Title III-B (“Program”) of the Older Americans Act, as amended. The contract is comprised of an Agreement and Schedules “A”, “B”, “C”, “D”, “E”, “F” and “G” and will be for a term retroactive to the program period commencing on January 1, 2025 and continuing through December 31, 2025. Federal funding for actual Services provided and data-entered in the New York State Office for the Aging’s (“NYSOFA”) Client Statewide Data System: PeerPlace, shall be for an amount not-to exceed **\$24,684.00**. The Municipality is required to contribute **\$17,154.00** in matching funds to the Services. Please be aware that the County of Westchester acting by and through its Department of Senior Programs and Services (“Department”) may reduce the amount payable to the Municipality if NYSOFA reduces funding for the Department, in which case you will be notified.

You MUST use the original contract documents that we have provided. NO ALTERATIONS may be made to the contract without the prior consent of the Dept. With the exception of the applicable Excel Pages, **DO NOT fill out the contract electronically as we want to maintain the integrity of the document.** Noncompliance with these requests will result in the contract returned to the Municipality. Print a hard copy of the contract and fill it out making sure that where signatures are required on all documents that they are original. Contracts with COPIED signatures are unacceptable. We also recommend that you keep a blank copy of the contract in the event that you need to reprint a page.

NOTICE:

An updated version of the Standard Assurances published by NYSOFA is incorporated into the Agreement as Schedule “G”

INSURANCE DOCUMENTS:

Please refer to the “Standard Insurance Provisions” in Schedule “C” for detailed information regarding ALL required insurances. The contract will be on hold pending receipt of any missing insurance certificate or any insurance certificate that is inadequately filled out. Remember to list the County of Westchester as “Additional Insured” on the Certificate of Liability Insurance.

MONTHLY REPORTS:

The Municipality is required to mail in the completed PeerPlace Monthly Report signed by the staff member responsible for the report. The reports should be received by the Department no later than the tenth (10th) day of the following month. The County reserves the right to withhold payment to the Municipality for its failure to submit the monthly report by the deadline until the monthly report is received by the County.

Send the completed contract to me at the address listed in the footer on the first page. We suggest that you keep a completed copy of the contract for your records.

Please direct program-related questions to your program liaison Beverly Carter at 914-813-6188, or via e-mail at bdc1@westchestercountyny.gov. You may also contact me at 914-813-6058 or via e-mail at benl@westchestercountyny.gov for questions pertaining to the processing of the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Bency Liju", is written over a horizontal line. There are two small dots below the line.

Bency Liju
Program Administrator (Contract Management)

Attachments



City of Mount Vernon, New York

Staff Report

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

File #: TMP -2056

Agenda Date: 4/22/2026

Agenda #: 16.

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR

TO ENTER INTO A DONATION AGREEMENT AND MEMORANDUM OF UNDERSTANDING WITH NEW CITY PARKS, INC. FOR THE DONATION AND INSTALLATION OF IMPROVEMENT TO EDDIE WILLIAMS PARK

Whereas, by correspondence dated April 2, 2026, the Commissioner of the Department of Recreation formally requested authorization for the Mayor to enter into an agreement with New City Parks, Inc. (NCP) to accept funding for playground equipment and other amenities to benefit the Eddie Williams Playground, located at South 7th Ave. and West 4th Street, providing the community with safe, modern, and enriching play spaces for children and families.; and

Whereas, NCP is a not-for-profit operating in the State of New York with a mission to help under-resourced communities improve access to parks and open space; and, works closely with cities to identify, apply for, and obtain public and private funding; providing conceptual and schematic design plans and/or construction documents; and managing contracting, construction, and grant compliance; and

Whereas, the partnership with NCP will enhance the quality and safety of the playground at no cost to the City, while simultaneously reducing the need for future capital expenditures on equipment replacement and upgrades.; and

Whereas, this partnership reflects the type of community-centered collaboration that maximizes public resources and strengthens the recreational offerings available to Mount Vernon residents.; and

Whereas, no matching funds from the City are required;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS:

Section 1. Authorization . The City Council hereby authorizes the Mayor to enter into an agreement with New City Parks, Inc. (NCP) to accept funding for playground equipment and other amenities to benefit the Eddie Williams Playground.

Section 2. Term and Effective Date . The agreement shall be effective as of the date of the Mayor's signature.

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.



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

April 2, 2026

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

Re: Eddie Williams Playground/New City Parks

Dear Honorable Council Members:

The purpose of this letter is to formally request legislation authorizing the City of Mount Vernon enter into agreement with New City Parks to seek funding for playground equipment to benefit the Eddie Williams Playground, located at South 7th Ave. and West 4th Street, providing the community with safe, modern, and enriching play spaces for children and families.

New City Parks is a not-for-profit operating in the State of New York with a mission to help under-resourced communities improve access to parks and open space; and, works closely with cities to identify, apply for, and obtain public and private funding; providing conceptual and schematic design plans and/or construction documents; and managing contracting, construction, and grant compliance; and

The partnership will enhance the quality and safety of the playground at no cost to the City, while simultaneously reducing the need for future capital expenditures on equipment replacement and upgrades. This partnership reflects the type of community-centered collaboration that maximizes public resources and strengthens the recreational offerings available to Mount Vernon residents.

I respectfully request your support in enacting the necessary legislation to formally enter into agreement and authorize the Department of Public Works and Department of Recreation to fulfill any conditions of the agreement.

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

Kathleen Walker-Pinckney, Commissioner

- cc: Dwayne Jones, Commissioner, Department of Public Works
- John Nukulovic, Deputy Commissioner, Department of Public Works
- Ryan Ulrich, Deputy Commissioner, Department of Public Works
- Andre G. Early, Deputy Commissioner
- Shawyn Patterson-Howard, Mayor
- Brian Johnson, Corporation Counsel

“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

File



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -2026
A

Agenda Date: 4/8/2026

Agenda #: 17 -

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO RETROACTIVELY ENTER INTO AN AGREEMENT WITH THE WESTCHESTER COUNTY YOUTH BUREAU FOR FUNDING OF THE SAFE HAVEN, YOUTH EMPOWERMENT, AND STEP UP PROGRAMS

Whereas, in correspondence dated March 23, 2026, the Executive Director of the Youth Bureau formally requested authorization for the Mayor to retroactively enter into an agreement with the Westchester County Youth Bureau to accept funding in the amount of \$150,718.00 for the Safe Haven, Youth Empowerment, and Step Up Programs for the period of January 1, 2026, through December 31, 2026; and

Whereas, the City of Mount Vernon, through its Youth Bureau, provides essential programming and services to support the development and well-being of youth within the community; and

Whereas, the Westchester County Youth Bureau has awarded the City of Mount Vernon funding in the amount of One Hundred Fifty Thousand Seven Hundred Eighteen Dollars (\$150,718.00) to support the Safe Haven, Youth Empowerment, and Step Up Programs; and

Whereas, said funding is provided as a reimbursable grant for the program period commencing January 1, 2026, through December 31, 2026; and

Whereas, the purpose of these programs is to equip youth ages 6 through 20 with character development, experiential learning opportunities, academic enrichment, leadership skills, hands-on work experience, and civic engagement activities that build core competencies and foster positive maturation; and

Whereas, these programs specifically target youth residing in the City of Mount Vernon who are in need of social, physical, mental, and emotional support; and

Whereas, the grant requires **no matching funds** from the City of Mount Vernon; and

Whereas, funds received under this grant shall be deposited into revenue code **A2229.8** and appropriated in the following budget codes:

- Safe Haven: A7336 (101, 104, 402, 458, and 467)
- Youth Empowerment: A7319.104

- Step Up: A7336 (101, 104, 402, 458, and 467); and

Whereas, the award letter dated January 21, 2026, was transmitted to the Executive Director on March 10, 2026; and

Whereas, it is in the best interest of the City of Mount Vernon to accept said funding and authorize the execution of the necessary agreement.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization. The Mayor of the City of Mount Vernon is hereby authorized and directed to retroactively enter into an agreement with the Westchester County Youth Bureau to accept funding in the amount of \$150,718.00 for the Safe Haven, Youth Empowerment, and Step Up Programs for the period of January 1, 2026, through December 31, 2026.

Section 2. Purpose of Funds. The funds shall be used to support youth development initiatives, including but not limited to character building, academic enrichment, leadership development, workforce experience, and civic engagement activities for eligible youth ages 6 through 20 residing in the City of Mount Vernon.

Section 3. Budgetary Provisions. The Comptroller is hereby authorized and directed to amend the 2026 Budget to reflect the receipt and expenditure of these funds as follows:

- Revenue Code: A2229.8
- Appropriations:
 - Safe Haven: A7336 (101, 104, 402, 458, and 467)
 - Youth Empowerment: A7319.104
 - Step Up: A7336 (101, 104, 402, 458, and 467)

Section 4. Reimbursable Grant. This funding is a reimbursable grant and does not require any matching funds from the City of Mount Vernon.

Section 5. 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.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2344 – Fax: (914) 665-1373
cityofmountvernonyouthbureau@gmail.com
HTTP://youthbureau.cmvny.com
@mountvernonyb/ mv youthbureau

DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

March 23, 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 retroactively enter into an agreement with the Westchester County Youth Bureau, allowing the Mount Vernon Youth Bureau to accept funds of **\$150,718** for the Safe Haven, Youth Empowerment, and Step Up Programs, which is a reimbursable grant. This grant commencing January 1, 2026, through December 31, 2026.

The purpose of the three Programs is to equip youth **ages 6- 20** with character, experiential learner, academic enrichment, leadership skills development, hands-on-working experience, and civic activities that build core competencies, lifelong skill sets, and attributes to foster positive maturation. The program will target youth who reside in Mount Vernon, NY neighborhoods and in need of social, physical, mental, and emotional support.

Funds are to be accounted for in revenue code A2229.8 and with appropriations in budget codes: **Safe Haven** A7336 (101, 104, 402, 458 & 467); **Youth Empowerment** A7319.104, and **Step Up** A7336 (101, 104, 402, 458, & 467). This grant is reimbursable and require no matching funds.

Please note, the award letter dated January 21, 2026 was emailed to the Executive Director on March 10, 2026. Should you require further information, please feel free to contact the Executive Director at (914) 665-2347 or by email at Dburrell@mountvernonny.gov.

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Award Letter

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



Kenneth W. Jenkins
County Executive

Ernest L. McFadden
Executive Director, Westchester County Youth Bureau

January 21, 2026

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

Dear Ms. Burrell-Butler,

We are pleased to inform you that County Executive Kenneth Jenkins and the Board of Legislators have agreed to enter into a service agreement with your community-based organization. Your agency has been selected to continue to receive Miscellaneous funding in 2026 for the programs and amounts stated below:

Safe Haven	Amount Awarded: \$150,718
Youth Empowerment	
Step Up	

The Westchester County Youth Bureau anticipates this service agreement from January 1, 2026 through December 31, 2026 based upon the continuance of contract compliance, appropriation of funds to the Youth Bureau, approval of a Resolution by the Board of Acquisitions and Contracts, and the execution of an agreement. It is our expectation that your agency continues to deliver the program as designed and adhere to all reporting and monitoring requirements. In preparation for the contract process, your agency is strongly encouraged to register with the County’s Vendor Portal. The link to access the Vendor Portal is <http://business.westchestergov.com/vendor-portal>.

Please note that the Agreement that your organization is required to enter into with Westchester County shall contain a provision that the County shall retain the right, upon the occurrence of any release by the Governor of a proposed budget of the State of New York and/or the adoption of the State budget or any amendments thereto, and after the County has a reasonable period of time to conduct an analysis of the impacts of such budget(s) on County finances, to terminate the Agreements authorized herein or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the contract agencies, then the contract agencies shall have the right to terminate their respective Agreements upon reasonable prior written notice.

This service agreement is made possible because we recognize the valuable and important work that your agency provides for children, youth, and families. My best wishes for continued success in your efforts to serve the youth of Westchester County.

Sincerely,

Ernest McFadden
Executive Director, Youth Bureau

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

Telephone: (914) 995-2745
Fax: (914) 995-3871



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -2047
A

Agenda Date: 4/8/2026

Agenda #: 18 -

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO RETROACTIVELY ENTER INTO A RENEWAL AGREEMENT WITH ALPINE SOFTWARE CORPORATION, INC. FOR THE REDALERT RECORDS MANAGEMENT SYSTEM SOFTWARE FOR THE MOUNT VERNON FIRE DEPARTMENT

Whereas, in correspondence dated March 27, 2026, the Commissioner of the Fire Department formally requested authorization for the Mayor to enter into a renewal agreement with Alpine Software Corporation, Inc. for the provision of the RedAlert Records Management System Software for the Mount Vernon Fire Department; and

Whereas, the Mount Vernon Fire Department relies on modern records management and dispatch systems to ensure the efficient delivery of emergency services and the safety of the public; and

Whereas, Alpine Software Corporation, Inc. currently provides the RedAlert Records Management System Software utilized by the Fire Department; and

Whereas, said software supports Computer Aided Dispatch (CAD) operations for the Fire Department's Fire Alarm Bureau (FAB), which is critical to emergency response coordination; and

Whereas, the Fire Administration has recommended the renewal of the agreement with Alpine Software Corporation, Inc. to ensure continuity of these essential services; and

Whereas, the proposed agreement shall be for a one (1) year term commencing July 1, 2025 and terminating June 30, 2026; and

Whereas, the total cost of said agreement is Thirteen Thousand One Hundred Forty-Six Dollars and Sixty-Four Cents (\$13,146.64); and

Whereas, sufficient funds are available within the Fire Department budget, specifically Account No. A3410.404 (Maintenance to Equipment), to cover the cost of this agreement;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization. The Mayor of the City of Mount Vernon is hereby authorized and directed to enter into a renewal agreement with Alpine Software Corporation, Inc. for the provision of the RedAirt Records Management System Software for the Mount Vernon Fire Department.

Section 2. Term. The term of the agreement shall be for one (1) year, commencing July 1, 2025, and ending June 30, 2026.

Section 3. Compensation. The total compensation for the agreement shall not exceed Thirteen Thousand One Hundred Forty-Six Dollars and Sixty-Four Cents (\$13,146.64).

Section 4. Funding Source. The cost associated with this agreement shall be charged to the Fire Department budget, Account No. A3410.404 - Maintenance to Equipment, which has been duly appropriated and contains sufficient funds.

Section 5. 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.

Section 6. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



CITY OF MOUNT VERNON, N.Y.

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

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

March 27, 2026

RE: Contract Alpine Software Corporation Inc

Dear City Councilmembers;

The Fire Administration is requesting authorization and approval for the Mayor to retroactively enter with 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, 2025 through June 30, 2026. The amount \$13,146.64 will provide the computer aided Dispatch (CAD) to the Fire department’s Fire Alarm Bureau (FAB) dispatching.

There is sufficient funds for this cost in department budget.

A3410.404 Maintenance to Equipment \$13,146.64

Kevin B. Holt
Fire Commissioner

“The Jewel of Westchester”



Invoice



Alpine Software, Inc.
P.O. Box 736887
Chicago IL 60673
United States

Date	06/16/2025
Invoice #	INV-390-01575
Terms	Net 30
Customer ID	Mount Vernon Fire Department
Date Due	07/16/2025

QUANTITY	DESCRIPTION	START DATE	END DATE	UNIT PRICE	AMOUNT
1	RedNMX Annual Support	07/01/2025	06/30/2026	\$13,146.64	\$13,146.64
Subtotal					\$13,146.64
Sales Tax					\$0.00
Total					\$13,146.64
Payment					\$0.00
Total Due					\$13,146.64

Payment Terms:

Please make sure you reference invoice number **INV-390-01575** on your payment option to ensure timely turnaround.

Remit checks to:
Alpine Software, Inc.
P.O. Box 736887
Chicago IL 60673
United States

Wire/ACH Information:
Bank Name: JPMorgan Chase Bank, N.A.
Bank Address: PO Box 182051
Columbus, OH
43218-2051

Routing Number: 021000021
Account Number: 664500371765

Overnight Mailing Address:
JPMorgan Chase - Lockbox Processing
Attn: Alpine Software, Inc. & 736887
131 S Dearborn, 6th Floor
Chicago, IL 60603

Payment is due 30 days from receipt of this invoice. Please be advised that after 60 days of non-payment, our policy requires us to place customers on support hold. Customers that are placed on support hold will not have access to our support or development team until payment is received. If you have an extenuating circumstance or need to reset the timing of your bill to align with funding, please reach out to susan@alpinesoftware.com.

We truly appreciate your support and partnership!



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -2034
A

Agenda Date: 4/8/2026

Agenda #: 20 -

City Council:

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT RENEWAL WITH CATALIS (a/k/a PAS) FOR THE OFFICIAL ASSESSMENT SYSTEM FOR THE CITY OF MOUNT VERNON

Whereas, in correspondence dated March 25, 2026, the Commissioner of the Department of Assessment formally requested authorization for the Mayor to execute a contract renewal with Catalis (a/k/a PAS) for the provision of the Official Assessment System, including maintenance, support, ownership data management, grievance tracking, GIS mapping, and preparation of the Final Assessment Roll; and

Whereas, the City of Mount Vernon utilizes the Catalis (a/k/a PAS) Official Assessment System to support the operations of the Assessor's Office; and

Whereas, said system provides essential services including ownership information management, grievance tracking, geographic information system (GIS) mapping, and the production of the City's Final Assessment Roll; and

Whereas, the continued maintenance and support of this system are necessary to ensure the accurate and efficient administration of property assessments within the City of Mount Vernon; and

Whereas, the City desires to renew its agreement with Catalis (a/k/a PAS) for the continued provision of these services; and

Whereas, the proposed renewal agreement is for a term commencing January 1, 2026, and terminating December 31, 2027; and

Whereas, the annual cost for services for the year 2026 is Eleven Thousand Six Hundred Fifty-Six Dollars and Twenty-Three Cents (\$11,656.23), with a six percent (6%) increase applied annually thereafter in accordance with the terms of the agreement; and

Whereas, funding for this agreement is available in the 2026 Budget, Account No. A1355-405;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, NEW YORK, AS FOLLOWS:

Section 1. Authorization of Contract. The Mayor, Shawyn Patterson-Howard, is hereby authorized and directed to execute a contract renewal with Catalis (a/k/a PAS) for the provision of the Official Assessment System, including maintenance, support, ownership data management, grievance tracking, GIS mapping, and preparation of the Final Assessment Roll.

Section 2. Term of Agreement. The term of the agreement shall commence on January 1, 2026, and shall terminate on December 31, 2027, unless earlier terminated in accordance with the terms set forth therein.

Section 3. Compensation. The City shall pay Catalis (a/k/a PAS) an annual fee of Eleven Thousand Six Hundred Fifty-Six Dollars and Twenty-Three Cents (\$11,656.23) for the year 2026, with an annual increase of six percent (6%) for subsequent years as provided in the agreement.

Section 4. Funding. Funds for this contract shall be charged to and paid from Budget Account No. A1355-405, or such other account as may be designated by the Comptroller.

Section 5. 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.

Section 6. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council and subsequent approval by the Board of Estimate and Contract.



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of ASSESSMENT

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 665-2328 – Fax: (914) 665-3522

Stephanie Vanderpool
Commissioner

Cranson D. Johnson
Deputy Commissioner

March 26, 2026

Honorable Derrick Thompson
City Council President
City Hall
Roosevelt Square
Mount Vernon, NY 10550

(Through the Office of the Mayor)

RE: Catalis/PAS Contract Renewal (Official Assessment System)


Dear Honorable City Council President Thompson,

I am respectfully requesting legislation be enacted retroactively authorizing Mayor Shawyn Patterson-Howard to execute the attached contract for *Catalis (a.k.a PAS)*, which is **the official assessment system for the City of Mount Vernon**. *This contract provides maintenance and support provides ownership information, grievance tracking, GIS mapping and produces the Final Assessment roll for the City of Mount Vernon.*

The annual cost for services rendered in 2026 is \$11,656.23 per year with a 6% increase each year; **attached** hereto is the renewal service agreement for periods January 1st, 2026, to December 31st, 2027.

These funds are available in budget line A1355-405, if this meets the approval of your Honorable body, please have the appropriate legislation enacted.

Respectfully


Stephanie G. Vanderpool
Commissioner of Assessment

Cc: Mayor
Comptroller Office
Law Department
City Council Members
Office Copy



City of Mount Vernon, New York

Staff Report

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File #: TMP -2060
A

Agenda Date: 4/22/2026

Agenda #: 22 -

City Council:

A RESOLUTION HONORING DR. DARREN M. MORTON, ED.D. CELEBRATING HIS MASONIC WORK, PUBLIC SERVICE AND LEADERSHIP

WHEREAS, Dr. Darren M. Morton, Ed.D, a native of Mount Vernon, New York, has dedicated his life to service as a minister, educator, youth advocate, and community leader, working tirelessly to uplift individuals and strengthen families across diverse communities; and

WHEREAS, Dr. Morton has demonstrated exemplary leadership within the Most Worshipful Prince Hall Grand Lodge of the State of New York, currently serving as the Most Worshipful 60th Grand Master, and previously holding numerous distinguished roles including Deputy Grand Master, Senior Grand Warden, Junior Grand Warden, and Grand Treasurer; and

WHEREAS, as a 33rd Degree Prince Hall Mason, he has played a pivotal role in advancing the mission of Prince Hall Masonry, promoting brotherhood, charity, education, and community empowerment, while also serving as Board President of the Prince Hall Foundation and contributing to initiatives Foundation and contributing to initiatives such as the Prince Hall Housing Fund and Colonial Park Daycare; and

WHEREAS, Dr. Morton's commitment to civic engagement extends beyond the Lodge through his impactful service in government, higher education, and nonprofit leadership, including his role as Comptroller for the City of Mount Vernon and his decades-long dedication to youth development and social justice; and

WHEREAS, his lifelong work at the intersection of faith, education, and public service has earned him more than 110 awards and commendations, reflecting his unwavering dedication to improving the lives of others; and **NOW, THEREFORE, BE IT**

RESOLVED, that the City Council of the City of Mount Vernon hereby recognizes and congratulates the Most Worshipful Dr. Darren M. Morton, Ed.D for his outstanding service, visionary leadership and enduring contributions to the Most Worshipful Prince Hall Grand Lodge of the State of New York and the broader community: and **BE IT FURTHER**

RESOLVED, that we extend our deepest appreciation for his continued commitment to excellence, mentorship, and community empowerment, and join in celebrating his remarkable legacy of leadership and service.



City of Mount Vernon, New York

Staff Report

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File #: TMP -2061
A

Agenda Date: 4/22/2026

Agenda #: 23 -

City Council:

**AN ORDINANCE AUTHORIZING THE CITY OF MOUNT VERNON
POLICE DEPARTMENT “BLUE AND GREEN” EARTH DAY
COMMUNITY CLEAN UP ON APRIL 22, 2026 AT HARLEY PARK**

Whereas, by correspondence dated April 7, 2026, the Acting Commissioner of the Department of Public Safety formally requested authorization for the City of Mount Vernon Police Department to host the MVPD “Blue & Green” Earth Day Community Cleanup event on Wednesday April 22, 2026 from 2:30pm to 3:45pm.; and

Whereas, This community event will commence at Hartley Park, where participants will engage in park cleanup efforts, and will conclude at Kori Eats restaurant, located at the corner of Gramatan and Prospect Avenues, where refreshments and light snacks will be provided.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON AS FOLLOWS:

Section 1. Authorization. The City Council hereby authorizes the City of Mount Vernon Police Department to host the MVPD “Blue & Green” Earth Day Community Cleanup event on Wednesday April 22, 2026 from 2:30pm to 3:45pm.

Section 2. Effective Date. This Ordinance shall take effect immediately upon adoption by the City Council.



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

JENNIFER LACKARD

DEPUTY COMMISSIONER OF WELLNESS & REFORM

GREGORY ADDISON

DEPUTY CHIEF

April 7, 2026

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

RE: MVPD “Blue & Green” Earth Day Community Cleanup 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 the **MVPD “Blue & Green” Earth Day Community Cleanup** event on Wednesday April 22, 2026 from 2:30pm to 3:45pm.

This community event will commence at Hartley Park, where participants will engage in park cleanup efforts, and will conclude at Kori Eats restaurant, located at the corner of Gramatan and Prospect Avenues, where refreshments and light snacks will be provided.

Should this request meet with your approval, we kindly ask that legislation be enacted to grant authorization for this event.

Sincerely,

Marcel Olifiers

Acting Commissioner/Chief of Dept

Dwayne Jones, DPW Commissioner

CC: Mayor
Comptroller
Law Department