



PLANNING & COMMUNITY DEVELOPMENT
ONE ROOSEVELT SQUARE
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JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

November 5, 2025

VIA EMAIL:

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

RE: Request for the City Council to enact legislation authorizing the transfer of funds between budget lines within the Department of Planning and Community Development Budget to allocate \$19,500 to the Contracted Outside Services (A8020.405) for Payment of Esri GIS Invoice. For consideration on the agenda at the November 12, 2025, City Council meeting.

Honorable City Council Members:

The Department of Planning and Community Development respectfully requests that the City Council authorize the transfer of \$19,500 in unused funds from several departmental budget lines into the Contracted Outside Services A8020.405 account. This transfer will supplement existing funds within that line to cover the Esri GIS annual maintenance invoice of \$60,300.

This GIS platform is a critical tool used by multiple City departments—including Planning, Public Works, Water, and Buildings—to support data management, infrastructure mapping, land use analysis, and service delivery. The platform enhances operational efficiency, transparency, and data-driven decision-making across the City's departments.

To ensure uninterrupted access to this essential service, the Department seeks approval to transfer funds from underutilized budget lines to meet the current invoice amount.

Proposed Transfer of Funds:

Code	Category	Transfer Amount
A8020.203	Equipment	\$2,000
A8020.401	Office Expense	\$1,000
A8020.407	Leasing, Printing and Copying	\$2,500
A8020.420	Membership & Dues	\$4,000
A8020.423	Conference Expense	\$7,000
A8020.447	Materials & Supplies	\$3,000
Total Transfer		\$19,500





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The City Council and the Board of Estimate and Contract previously approved legislation authorizing the City to enter into a service agreement with Esri, Inc. for the implementation and maintenance of the City's Geographic Information System (GIS) platform.

The City Council approval of legislation authorizing the transfer of \$19,500 from the above-listed budget lines to A8020.405 (Contracted Outside Services) will enable payment of the Esri GIS invoice totaling \$60,300.

This action will ensure the continuation of the City's GIS services, which are essential to the coordination, planning, and implementation of infrastructure and development projects citywide.

Thank you for your consideration and your continued commitment to the people of Mount Vernon

Sincerely,

JAMES RAUSSE, FAICP, WEDG

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

