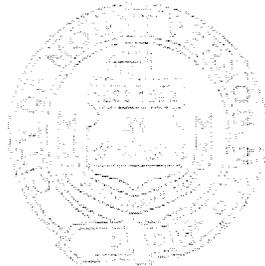


# **City of Mount Vernon, New York**

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



## **Meeting Agenda - Final**

**Wednesday, November 12, 2025**

**7:00 PM**

**CITY COUNCIL CHAMBERS  
CITY HALL**

### **City Council**

***NICOLE BONILLA, M.B.A.***  
*City Clerk*

***JORDAN A. RIULLANO, J.D.***  
*Deputy City Clerk*

**A REGULAR MEETING OF THE CITY OF THE MOUNT VERNON CITY COUNCIL  
HELD ON WEDNESDAY, NOVEMBER 12 , 2025.**

**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:** Danielle Browne, President

**OTHERS:** Nicole Bonilla, City Clerk; Jordan A. Riullano, Deputy City Clerk; Antoinette Anderson, Legislative Aide; Johan Powell, Deputy Corporation Counsel.

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Council President Danielle Browne 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 Browne explained the 3-minute-plus-1 public comment rule. She 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).

**PRESENTATIONS**

**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. Department of Management Services: An Ordinance Authorizing the Mayor to Execute the New York State Department of State Grant Contract #T1003494 for the Reimbursable Purchase of a Replacement UPS Backup Battery for the Mount Vernon Police Department

**HELD**

Department of Public Works: An Ordinance Authorizing the Purchase of Downtown Trash Receptacles for Business Districts

**HELD**

Department of Public Works: An Ordinance Amending Chapter 140, Article I, Section 140-4 of the Code of the City of Mount Vernon entitled "Garbage and Rubbish Collection" to Authorize a Red Tag Bulk Item Disposal Section

**HELD**

Department of Public Works: An Ordinance Authorizing the Establishment of a "Red Tag" Bulk Item Disposal Program Administered by the Department of Public Works

5. City Council: Local Law No. \_\_ of 2025: A Local Law of the City Council of the City of Mount Vernon, NY, Establishing an Administrative Search Warrant Procedure to be used in Conjunction with Local Law No. 6 of 2024, entitled A Local Government Code Enforcement Program

**To the Council:**

**HUMAN RESOURCES**

No Items

**To the Council:**

**PUBLIC SAFETY AND CODES**

6. Department of Buildings: An Ordinance Authorizing the Acceptance and Award of Request for Proposals (RFP) #004 for Third-Party Construction Inspection and Consulting Services to LaBella Associates
7. Mayor's Office: An Ordinance Authorizing the Creation of the Position of Data Officer Within the Department of Buildings
8. Department of Public Safety: An Ordinance Authorizing the Mayor to Enter into an Agreement with the Westchester County Department of Corrections for the Reimbursement of Prisoner Transportation Services for the Years 2025 and 2026
9. Department of Public Safety: An Ordinance Authorizing the Suspension of Parking Meter Enforcement in Certain Municipal Parking Lots and Garages to Promote Holiday Shopping - (December 8th – 24th, 2025, from 8:00 a.m. – 8:00 p.m. to include December 31, 2025)
10. Department of Public Safety: An Ordinance Authorizing the Award of a Contract for a Red-Light Violation Photo Enforcement and Monitoring System (RFP 2025-RFP-RLC-CMV)
11. Department of Public Safety: An Ordinance Authorizing Payment to Tritech Software Systems (formerly Central Square) for CAD and RMS Software Use Covering the Period March 1, 2025, through May 15, 2025
12. City Council: A Resolution of the City Council of the City of Mount Vernon Adopting an Ordinance Amending the City Code to Increase the Maximum Permitted Driveway Width
13. City Council: An Ordinance to Amend Chapter 227 (Streets and Sidewalks) of the Code of the City of Mount Vernon to Increase the Maximum Permitted Driveway Width from 12 Lineal Feet to 18 Lineal Feet

**To the Council:****FINANCE AND PLANNING**

14. Comptroller: An Ordinance Authorizing the Comptroller to Enter into an Agreement with Twilio for the Provision of SMS Services in Connection with the UKG Telestaff System (COMP2025-17)
15. Comptroller: An Ordinance Authorizing the Comptroller to Enter into an Agreement with "Primeforce" for the Archiving of UKG Workforce Time and Attendance Data (COMP2025-18)
16. Comptroller: An Ordinance Authorizing the Installation of a Portrait of Former Comptroller Maureen Walker in City Hall

**ADD-ON****FINANCE AND PLANNING**

17. Department of Planning & Community Development: An Ordinance Authorizing the Transfer of Funds within the Department of Planning & Community Development to Allocate for Payment of the ESRI GIS Invoice - (Esri GIS annual maintenance invoice of \$60,300)

**OTHER BUSINESS/CLOSING COMMENTS**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE THE NEW YORK STATE DEPARTMENT OF STATE GRANT CONTRACT #T1003494 FOR THE REIMBURSABLE PURCHASE OF A REPLACEMENT UPS BACKUP BATTERY FOR THE MOUNT VERNON POLICE DEPARTMENT**

**Whereas**, in correspondence dated September 16, 2025, the Commissioner of the Department of Management Services formally requested authorization to execute the New York State Department of State Grant Contract #T1003494 and any and all related documents necessary to fulfill the City's obligations under said agreement; and

**Whereas**, the City of Mount Vernon (the "City") has been awarded a Legislative Initiative Form (LIF) grant by the New York State Department of State ("NYS DOS"), under Contract #T1003494, as sponsored by Assemblyman J. Gary Pretlow; and

**Whereas**, this reimbursable grant provides funding to support the purchase of a replacement Uninterruptible Power Supply (UPS) backup battery for the Mount Vernon Police Department to ensure operational continuity and emergency power reliability; and

**Whereas**, the Department of Management Services has prepared the required documentation, including technical specifications and competitive price quotes, to support the acquisition of one (1) replacement UPS unit at a cost not to exceed Twenty-Five Thousand Dollars (\$25,000.00); and

**Whereas**, pursuant to the grant terms, the City is eligible to receive an advance payment of twenty-five percent (25%) of the total award amount, or Six Thousand Two Hundred Fifty Dollars (\$6,250.00); and

**Whereas**, the Department of Finance has assigned the following account codes for proper accounting of this grant:

Revenue Account Code: - A3389.3  
Expenditure Account Code: - A1680.203; and

**Whereas**, there are no matching funds or MWBE participation requirements associated with this grant, and the contract performance period extends through March 31, 2026; and

**Whereas**, it is in the best interest of the City of Mount Vernon to accept and execute this reimbursable grant contract to enhance the City's technology infrastructure and public safety operations;

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

**Section 1. Authorization.** The Mayor, Shawyn Patterson-Howard, is hereby authorized to execute the New York State Department of State Grant Contract #T1003494 and any and all related documents necessary to fulfill the City's obligations under said agreement.

**Section 2. Purpose.** The purpose of this ordinance is to authorize acceptance and execution of a reimbursable grant to fund the purchase of a replacement UPS backup battery for the Mount Vernon Police Department.

**Section 3. Fiscal Provisions.** Funding shall be provided on a reimbursable basis from the NYS Department of State under Grant #T1003494, with revenue to be recorded under Account Code A3389.3 and expenditures under Account Code A1680.203.

**Section 4. Term.** The contract performance period shall extend through March 31, 2026, as specified in the grant agreement.

1

**Section 5. No Matching Funds.** There shall be no requirement for City matching funds, and no MWBE participation obligations apply to this grant.

**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 & Contract.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

*[Signature]*  
Assistant Corporation Counsel

APPROVED

NOV 13 2025

Date

*[Signature]*  
BY: Mayor

*[Signature]*  
Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

*[Signature]*  
President

ATTEST:  
*[Signature]*  
City Clerk

2

HELD

**AN ORDINANCE AUTHORIZING THE PURCHASE OF DOWNTOWN TRASH RECEPTACLES FOR BUSINESS DISTRICTS**

**Whereas**, in correspondence dated October 27, 2025, the Commissioner of the Department of Public Works formally requested authorization for the Department of Public Works, in coordination with the City’s Purchasing Office, to purchase commercial-grade, approximately 32-gallon slatted steel trash receptacles with rigid liners, in-ground mounting kits, and delivery to the DPW yard, for use in downtown and business districts throughout the City of Mount Vernon; and

**Whereas**, the Department of Public Works (“DPW”) has identified that the existing wire trash baskets located in high-traffic commercial corridors throughout the City of Mount Vernon have reached or exceeded their useful life; and

**Whereas**, many of these receptacles are rusted, missing liners, or structurally compromised, resulting in recurring litter overflow, sanitation inefficiencies, and an overall negative impact on the visual appearance and environmental health of the City’s business districts; and

**Whereas**, the Department of Public Works has recommended replacing these outdated receptacles with standardized, commercial-grade steel trash receptacles that will improve waste containment, enhance pedestrian experiences, and promote cleaner, safer streets throughout Mount Vernon’s downtown and business areas; and

**Whereas**, this initiative supports the City’s broader goals of beautification, sustainability, and public safety, while also contributing to the economic vitality and civic pride of the community; and

**Whereas**, the proposed purchase will include approximately thirty-two (32) gallon, slatted steel trash receptacles with side openings, rigid liners, in-ground mounting kits, and freight delivery to the DPW yard, to be procured in accordance with the City’s Procurement Policy; and

**Whereas**, the total cost of the purchase shall not exceed Thirty Thousand Six Hundred Ten Dollars and Forty-Nine Cents (\$30,610.49), and the Department of Public Works recommends the purchase from Belson Outdoors, the selected vendor, in compliance with all applicable purchasing procedures.

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

**Section 1. Authorization to Purchase.** The City Council hereby authorizes the Department of Public Works, in coordination with the City’s Purchasing Office, to purchase commercial-grade, approximately 32-gallon slatted steel trash receptacles with rigid liners, in-ground mounting kits, and delivery to the DPW yard, for use in downtown and business districts throughout the City of Mount Vernon.

**Section 2. Vendor and Procurement Compliance.** Said purchase shall be made from **Belson Outdoors**, pursuant to applicable procurement laws, policies, and procedures of the City of Mount Vernon. The Purchasing Office shall issue the necessary purchase order(s) to facilitate this procurement.

**Section 3. Funding.** The total expenditure authorized under this Ordinance shall not exceed \$30,610.49, to be charged to the appropriate Department of Public Works Budget Line A8160.203 (Equipment), as approved by the Comptroller.

**Section 4. Purpose and Intent.** This authorization is intended to promote cleaner, safer, and more visually appealing business corridors; enhance sanitation efficiency; and support the City’s ongoing beautification and public health initiatives.

2

2

HELD

**Section 5. Implementation.** The Department of Public Works is hereby authorized and directed to coordinate the acquisition, installation, and deployment of the new trash receptacles in designated downtown and business district locations.

**Section 6. Severability.** Suppose any clause, sentence, paragraph, or part of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid. In that case, such judgment shall not affect, impair, or invalidate the remainder thereof.

**Section 7. Effective Date.** This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

BY

Mayor

Councilperson

**THIS ORDINANCE  
ADOPTED BY CITY COUNCIL**

President

ATTEST:

City Clerk

3

3  
HELD

**AN ORDINANCE AMENDING CHAPTER 140,  
ARTICLE I, SECTION 140-4 OF THE CODE OF THE  
CITY OF MOUNT VERNON ENTITLED "GARBAGE  
AND RUBBISH COLLECTION" TO AUTHORIZE  
A RED TAG BULK ITEM DISPOSAL SECTION**

**Whereas**, in correspondence dated November 3, 2025, the Commissioner of the Department of Public Works formally requested authorization to amend Chapter 140, Article I, Section 140-4 of the Code of the City of Mount Vernon, entitled "Garbage and Rubbish Collection – Additional Services," to add a new subsection (F) as set forth herein; and

**Whereas**, on recommendation of the Department of Public Works ("DPW"), the City of Mount Vernon seeks to modernize and clarify the City's sanitation code to reflect current waste management practices; and

**Whereas**, the accumulation and improper disposal of oversized household and commercial items such as furniture, appliances, and other bulky waste creates health, safety, and environmental hazards; and

**Whereas**, the City recognizes the need for an organized, sustainable, and enforceable system for the collection and disposal of bulky or oversized items; and

**Whereas**, the proposed amendment establishes a *Red Tag Bulk Item Disposal Service*, which requires the purchase of disposal tags for oversized items to ensure appropriate handling and cost recovery; and

**Whereas**, the establishment of such a program provides the Department of Public Works with a clear legal framework for implementation, enforcement, and fee collection consistent with City policy and budgetary procedures.

**NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mount Vernon, in regular session assembled, as follows:**

**Section 1. Amendment to Section 140-4 – Garbage and Rubbish Collection.** Section 140-4 of the Code of the City of Mount Vernon is hereby amended to add a new subsection entitled "Red Tag Bulk Item Disposal Service", to read as follows:

**§140-4(F) Red Tag Bulk Item Disposal Service.**

**1. Purpose.** The Red Tag Bulk Item Disposal Service provides for the lawful disposal of oversized or bulky household and commercial waste that cannot be collected through standard sanitation services.

**2. Program Requirements.**

(a) Residents and property owners shall be required to affix a City-issued *Red Tag* to each bulky item placed curbside for collection.

(b) The tags shall be visibly affixed to the item on the scheduled collection day.

(c) Any bulky item placed for collection without a valid Red Tag shall be subject to removal penalties as provided in this Code.

**3. Tag Categories and Fees.** Fees for disposal tags shall be established by City Council resolution and may be amended from time to time.

3

HELD

The initial program shall include the following categories:

- o \$12 Tag: General bulky household items such as chairs, tables, rolled carpets, bicycles, large furniture, sofas, dressers, mattresses, and toilets.
- o \$25 Tag: Appliances and specialty items such as air conditioning units, snow blowers, and grills (excluding propane tanks).

**4. Purchase and Distribution.** Tags shall be available for purchase through designated City offices and online platforms as determined by the Department of Public Works and the Department of Finance.

**5. Revenue Allocation.** All proceeds from tag sales shall be credited to a revenue account established by the Office of the Comptroller for the Red Tag Bulk Item Disposal Service and utilized solely for program operations and sanitation-related costs.

**6. Enforcement and Penalties.** Failure to comply with the provisions of this section shall constitute a violation subject to fines as set forth under Chapter 140 or as otherwise established by City ordinance.

**Section 2. Implementation and Coordination.** The Department of Public Works, in coordination with the Procurement and Purchasing Manager, shall publish public notice of this amendment and oversee the implementation and rollout of the Red Tag Bulk Item Disposal Service.

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

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

APPROVED AS TO FORM

  
Assistant Corporation Counsel

APPROVED

\_\_\_\_\_  
Date

BY \_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilperson

**THIS ORDINANCE  
ADOPTED BY CITY COUNCIL**

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
City Clerk

4  
HELD

**AN ORDINANCE AUTHORIZING THE  
ESTABLISHMENT OF A "RED TAG" BULK  
ITEM DISPOSAL PROGRAM ADMINISTERED  
BY THE DEPARTMENT OF PUBLIC WORKS**

**Whereas**, in correspondence dated November 3, 2025, the Commissioner of the Department of Public Works formally requested authorization to establish and implement a "Red Tag Bulk Item Disposal Program" as an official municipal policy governing the collection and disposal of oversized household waste items; and

**Whereas**, the Department of Public Works ("DPW") is responsible for providing safe, efficient, and cost-effective sanitation and solid waste collection services for the residents of the City of Mount Vernon; and

**Whereas**, oversized household items such as furniture, mattresses, and appliances present unique operational challenges because they cannot be compacted in standard refuse trucks and require additional labor, equipment, and disposal costs; and

**Whereas**, under current collection practices, the costs associated with bulky waste disposal are absorbed within the City's general tax base, resulting in an inequitable system where all residents subsidize the expenses incurred by a relatively small number of users; and

**Whereas**, the Department of Public Works has proposed the creation of a "Red Tag Bulk Item Disposal Program" to implement a fair, user-pays system that aligns with successful models adopted by other municipalities across New York State and the region; and

**Whereas**, the proposed program will require residents to purchase and affix a red disposal tag to oversized household items prior to curbside collection, thereby ensuring cost recovery, promoting responsible disposal, and reducing illegal dumping; and

**Whereas**, the program will utilize a simple, tiered pricing structure reflecting the true handling cost of bulky items, as follows:

- \$12 Tag – for general household bulky items such as chairs, tables, rolled carpets, bicycles, sofas, dressers, and mattresses; and
- \$25 Tag – for appliances and specialty items such as air conditioning units, snow blowers, and grills (excluding propane tanks); and

**Whereas**, these tags will be available for purchase at the Department of Public Works Office, and the City may introduce online purchasing options to enhance accessibility and convenience; and

**Whereas**, the City Council finds that the establishment of this program will improve sanitation efficiency, reduce operating costs, and create a more equitable waste management system for residents;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, IN REGULAR SESSION ASSEMBLED:**

**Section 1. Establishment of Program.** The Department of Public Works is hereby authorized and directed to establish and implement a "Red Tag Bulk Item Disposal Program" as an official municipal policy governing the collection and disposal of oversized household waste items.

4

HELD

**Section 2. Program Fees and Structure.** The fee schedule for the Red Tag Program shall be as follows:

- \$12 per tag for general bulky items such as chairs, tables, rolled carpets, bicycles, sofas, dressers, and mattresses; and
- \$25 per tag for appliances and specialty items such as air conditioning units, snow blowers, and grills (excluding propane tanks).

The Commissioner of Public Works is authorized to adjust the tag fee schedule, subject to Council approval, based on future cost analyses or program performance.

**Section 3. Sale and Distribution of Tags.** Tags shall be made available for purchase at the Department of Public Works Office during normal business hours. The Department is further authorized to establish online purchasing options or additional points of sale to improve public accessibility.

**Section 4. Public Outreach and Implementation.** The Department of Public Works, in coordination with the City Clerk, shall conduct public outreach to inform residents of program requirements, fees, and procedures prior to implementation. Notice shall be posted on the City's official website, social media, and in local newspapers of record.

**Section 5. Reporting Requirement.** Within one (1) year of program implementation, the Department of Public Works shall submit a written report to the City Council summarizing participation data, revenue generation, cost savings, and operational outcomes, along with any recommendations for program modifications.

**Section 6. Fiscal Impact.** All revenues generated from tag sales shall be deposited into a dedicated sanitation or solid waste operations account to offset the costs associated with bulky waste collection and disposal.

**Section 7. Effective Date.** This Ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate and Contract.

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

BY

Mayor

Councilperson

**THIS ORDINANCE  
ADOPTED BY CITY COUNCIL**

President

ATTEST:

City Clerk

5

LOCAL LAW NO. \_\_ OF 2025

**A LOCAL LAW OF THE CITY OF MOUNT VERNON,  
NY ESTABLISHING AN ADMINISTRATIVE SEARCH  
WARRANT PROCEDURE TO BE USED IN  
CONJUNCTION WITH LOCAL LAW NO. 6 OF 2024  
ENTITLED A LOCAL GOVERNMENT CODE  
ENFORCEMENT PROGRAM**

Be it enacted by the City Council of the City of Mount Vernon, New York, in the County of Westchester, as follows:

**SECTION 1. PURPOSE AND INTENT**

This law establishes procedures to be followed by City of Mount Vernon officials responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon, and/or of any building or fire code applicable to the City of Mount Vernon. In addition to other contexts, this Local Law applies to administrative searches performed by Code Enforcement Officers (“CEO”) of the City of Mount Vernon, and establishes procedures to be used when applying for and executing administrative warrants.

**SECTION 2. DEFINITIONS**

As used in this local law, the term “administrative search warrant” shall mean: A written order of a Judge authorizing the entry, inspection and/or search of any property, place, or thing, and/or the seizure, photographing, copying, or recording of property or physical conditions found thereon or therein, to determine or prove the existence of violations of any ordinance, local law, or applicable building or fire code of the City of Mount Vernon relating in any manner to zoning, land use, and/or building regulation.

**SECTION 3. APPLICATION FOR AN ADMINISTRATIVE SEARCH WARRANT**

1. Any City of Mount Vernon official responsible for enforcing the zoning and/or land use local laws, ordinances, and regulations of the City of Mount Vernon, and/or any building or fire code applicable to the City of Mount Vernon, , including but not limited to a CEO, fire marshal, fire department employee, police department employee, or any other duly-appointed or elected city or state official is authorized to apply to any court of competent jurisdiction for the issuance of an administrative search warrant, upon a showing that there is reasonable cause to believe that a violation of any

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ordinance, local law and/or building and fire prevention code of the City of Mount Vernon or applicable to the City of Mount Vernon has occurred.

2. The application for an administrative search warrant authorized by this Section shall be based on reasonable cause to believe that a violation of the applicable ordinance, code, regulation or law exists and shall be submitted on a search warrant application form generated by the Office of the Corporation Counsel of the City of Mount Vernon, which shall in all respects comply with the applicable laws and constitutions of the state of New York and of the United States. The application shall be supported by an affidavit defining, with particularity the place to be inspected and the person or entity that owns premises and, where applicable, shall identify those in possession.

3. The application for an administrative search warrant authorized by this Section shall be filed with reasonable prior notice to the property owner and/or the tenant of the location to be searched sufficient to provide the owner and/or tenant an opportunity to be heard and to contest the issuance of the warrant.

**SECTION 4. EXECUTION OF AN ADMINISTRATIVE SEARCH WARRANT**

An administrative search warrant authorized by this Local Law shall only be executed by a police officer, provided, however, that one or more designated City of Mount Vernon CEOs of other duly-authorized city or state employees may accompany the police officer(s) during the execution of the warrant.

**SECTION 5 BUILDING AND FIRE CODE ENFORCEMENT**

Notwithstanding any other provisions of this Local Law, the following shall be the method by which all alleged violations of any building or fire code codes applicable to the City of Mount Vernon shall be prosecuted.

1. Inspections

(a) Where a CEO has reasonable cause to believe that a violation of a provision of any applicable building or fire code has occurred, he/she is hereby authorized and directed to make inspections to determine whether a suspected violation has occurred.

(b) Inspections may only be made on consent of the property owner, a tenant, and/or anyone with apparent authority to consent to a search.

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Consent shall be documented in writing upon a form approved by the Corporation Counsel or his designee.

(c) If written consent to inspect is denied or access to the premises cannot otherwise lawfully be obtained, then an inspection shall be performed only upon the issuance and execution of an administrative search warrant according to the procedures set forth in this Local Law.

2. Violations

(a) When reasonable cause to charge a violation of any applicable building or fire code rule and/or regulation exists, the CEO or other duly authorized city or state employee shall, pursuant to the New York Criminal Procedure Law (CPL) §100.05, file with a court of competent jurisdiction an appearance ticket and an original accusatory instrument. The applicant shall then request the Corporation Counsel, or his designee, to serve the person, entity or corporation responsible for said violation by personal service where possible, and where not possible in accordance with CPL Section 600.10, with copies of said accusatory instrument and appearance ticket, directing said person to appear before said Court.

(b) Such accusatory instruments shall comply with the requirements of CPL §100.15, 100.30, and 100.40 and inform the recipient thereof, who shall be denominated the "defendant," of the following: (i) the Court wherein said matter shall be pending; (ii) the accusation part thereof shall identify the Section of this Code or local law alleged to have been violated, to contain the Chapter, Article, or Section thereof, as well as the verbatim language of this Code pertinent thereto; (iii) the specific nature of the conduct of the defendant that is alleged to constitute a violation of this Code or local law, and (iv) the date, time, and location of the alleged violation. All such accusatory instruments shall contain the signature of the CEO or other duly authorized city or state employee.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED  
DEC 17 2025  
Date

BY

Mayor

Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

President

ATTEST:

City Clerk

5

6

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND AWARD OF REQUEST FOR PROPOSALS (RFP) #004 FOR THIRD-PARTY CONSTRUCTION INSPECTION AND CONSULTING SERVICES TO LABELLA ASSOCIATES**

**Whereas**, in correspondence dated November 5, 2025, the Commissioner of the Buildings Department formally requested authorization to award RFP #004 – Third-Party Construction Inspection and Consulting Services to LaBella Associates and authorizes the Mayor to execute one (1) year non-exclusive agreements with renewal options based on project needs and mutual consent of the parties; and

**Whereas**, the Department of Buildings (“DOB”) publicly advertised Request for Proposals (RFP) #004 seeking qualified professional firms to provide comprehensive construction inspection and consulting services for large-scale new construction projects within the City of Mount Vernon; and

**Whereas**, the purpose of RFP #004 was to engage qualified firms capable of performing technical inspections and oversight required under the New York State 2020 Uniform Fire Prevention and Building Code, the Energy Code, and applicable City ordinances; and

**Whereas**, the Department of Buildings received two (2) responsive and responsible proposals from:

1. LaBella Associates
2. Ettinger Engineering Associates; and

**Whereas**, each submission was evaluated for responsiveness (completeness, required forms, acknowledgements) and responsibility (experience, capacity, references, prevailing wage compliance, and insurance), as well as proposed pricing; and

**Whereas**, based on the evaluation committee’s findings, LaBella Associates was determined to be the most qualified and responsible proposer capable of performing the full scope of services; and

**Whereas**, these third-party inspection and consulting services are immediately necessary to support active and upcoming large-scale developments within the City, including the 13-story, 470,000 sq. ft. mixed-use project located at 115 South MacQuesten Parkway, comprised of residential, retail, structured parking, and community facility components; and

**Whereas**, the engagement of third-party professional inspectors will supplement the Department of Buildings’ inspection capacity, ensuring timely project progress, code compliance, and public safety oversight; and

**Whereas**, the Department of Buildings recommends awarding non-exclusive contracts for third-party inspection and consulting services to LaBella Associates, with a one (1) year term and renewal options based on project needs and mutual consent of the parties;

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

**Section 1. Authorization to Award and Execute Agreements.** The City Council hereby authorizes the award of RFP #004 – Third-Party Construction Inspection and Consulting Services to LaBella Associates and authorizes the Mayor to execute one (1) year non-exclusive agreements with renewal options based on project needs and mutual consent of the parties.

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**Section 2. Non-Exclusive Use.** The awarded agreement shall be non-exclusive, and the City reserves the right to procure inspection services through other means, including emergency procurement, when determined to be in the best interest of the City.

**Section 3. Oversight and Administration.** The Department of Buildings shall oversee, coordinate, and monitor all work performed under this agreement to ensure compliance with applicable City ordinances, state codes, and contract terms.

**Section 4. Purpose.** The purpose of this agreement is to expand the City's inspection capacity by engaging qualified third-party inspectors operating under the oversight of the Department of Buildings. These services shall supplement, not replace, existing inspection operations and shall provide an efficient and effective mechanism for timely inspections on permitted construction projects.

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

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

NOV 13 2025

Date

BY *Shawn Peters*  
Mayor

Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

President

ATTEST

*M. DeBenedictis*  
City Clerk

6

7

**AN ORDINANCE AUTHORIZING THE CREATION OF THE POSITION OF DATA OFFICER WITHIN THE DEPARTMENT OF BUILDINGS**

**Whereas**, in correspondence dated November 6, 2025, Mayor Shawyn Patterson-Howard formally requested authorization to create a new position titled *Data Officer* within the Department of Buildings to enhance data-driven decision-making, improve departmental efficiency, and strengthen information management systems; and

**Whereas**, on August 14, 2024, the City Council adopted a resolution approving the execution of a Memorandum of Understanding (“MOU”) with the Bloomberg Harvard City Leadership Initiative to accept grant funding supporting the Bloomberg Harvard Fellow, who will serve in the capacity of Data Officer; and

**Whereas**, said MOU was subsequently adopted by the Board of Estimate and Contract and updated on May 14, 2025, to reflect the continuation of the grant and associated financial commitments; and

**Whereas**, the Bloomberg Harvard City Leadership Initiative will fully fund the position through at least December 31, 2026, including salary and benefits, ensuring that the creation of this position will incur **no cost to the City**; and

**Whereas**, funds from the Bloomberg Harvard City Leadership Initiative have been deposited into Revenue Line A2705.1 and shall be expended from A3620.101G for the disbursement of salary and benefits; and

**Whereas**, the creation of the *Data Officer* position will further the City’s commitment to modernizing its data infrastructure, enhancing transparency, and supporting evidence-based governance.

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

**Section 1. Creation of Position.** There is hereby created within the Department of Buildings one (1) full-time position titled Data Officer, to be funded by the Bloomberg Harvard City Leadership Initiative through December 31, 2026.

**Section 2. Classification and Compensation.** The position of Data Officer shall be assigned to **Grade 11A** of the City’s salary schedule, with the following annual salary range:

Title:	Grade:	Minimum:	Maximum:
Data Officer	11A	\$71,384.38	\$92,851.27

**Section 3. Funding Source.** All funds associated with this position, including salary and benefits, shall be paid from Account A3620.101G, with revenues received and deposited under A2705.1 – Gifts and Donations as authorized by the Bloomberg Harvard City Leadership Initiative grant.

**Section 4. Duration of Funding.** This position shall remain fully grant-funded through December 31, 2026, unless otherwise extended by future agreement or MOU between the City of Mount Vernon and the Bloomberg Harvard City Leadership Initiative.

7

7

**Section 5. No Cost to the City.** The establishment and maintenance of this position shall result in **no financial impact** to the City of Mount Vernon's general fund during the covered grant period.

**Section 6. Implementation.** The Mayor, Commissioner of the Department of Buildings, and Comptroller are hereby authorized and directed to take all actions necessary to implement the provisions of this Ordinance, including updating the City's personnel and budget records to reflect the creation and funding of this position.

**Section 7. Effective Date.** This Ordinance shall take effect immediately upon passage and adoption by the City Council and subsequent approval by the Board of Estimate & Contract.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

NOV 12 2025

Date

*Thomas Peter Douae*  
BY \_\_\_\_\_  
Mayor

*[Signature]*  
\_\_\_\_\_  
Councilperson  
THIS ORDINANCE  
ADOPTED BY CITY COUNCIL  
\_\_\_\_\_  
President

ATTEST

*[Signature]*  
\_\_\_\_\_  
City Clerk



**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WESTCHESTER COUNTY DEPARTMENT OF CORRECTIONS FOR THE REIMBURSEMENT OF PRISONER TRANSPORTATION SERVICES FOR THE YEARS 2025 AND 2026**

**Whereas**, in correspondence dated October 10, 2025, the Chief of Public Safety formally requested authorization for the Mayor to enter into an agreement with the Westchester County Department of Corrections for the reimbursement of prisoner transportation services for the years 2025 and 2026; and

**Whereas**, the City of Mount Vernon Police Department (“MVPD”) provides round-trip transportation of prisoners between the Mount Vernon Police Department and the Westchester County Department of Corrections for individuals remanded by court order to the Westchester County Jail who are required to appear before the local court; and

**Whereas**, such transportation services are performed using MVPD personnel and vehicles, incurring both labor and vehicle usage costs; and

**Whereas**, the Westchester County Department of Corrections has agreed to reimburse the City of Mount Vernon for these transportation services for the calendar years 2025 and 2026, according to the following payment schedule:

- **For 2025:**
  - \$245.00 per round trip with two police officers
  - \$367.00 per round trip with three police officers
- **For 2026:**
  - \$252.00 per round trip with two police officers
  - \$378.00 per round trip with three police officers

**Whereas**, in addition to the above, the City shall be reimbursed for vehicle usage at the rate of seventy cents (\$0.70) per mile, based on an estimated distance of sixteen (16) miles each way between the City of Mount Vernon and the Westchester County Jail; and

**Whereas**, payments received under this agreement shall be deposited into A2229.5 (County Prisoner Transport), and

**Whereas**, it is in the best interest of the City of Mount Vernon to enter into this agreement with the Westchester County Department of Corrections to ensure appropriate reimbursement for prisoner transportation services rendered by the Police Department.

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

**Section 1. Authorization.** The Mayor is hereby authorized to enter into an agreement with the Westchester County Department of Corrections for the reimbursement of prisoner transportation services for the years 2025 and 2026.

**Section 2. Term of Agreement.** The agreement shall commence retroactively on January 1, 2025, and shall expire on December 31, 2026.

**Section 3. Reimbursement and Deposit of Funds.** All reimbursements received pursuant to this agreement shall be deposited into A2229.5 (County Prisoner Transport).

**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.

Vote Taken As Follows: 11/12/25  
Boxhill: Abstain Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM  
  
Assistant Corporation Counsel

APPROVED  
NOV 13 2025  
Date  
  
BY \_\_\_\_\_ Mayor

Councilperson  
THIS ORDINANCE  
ADOPTED BY CITY COUNCIL  
  
President  
ATTEST  
  
City Clerk

9

**AN ORDINANCE AUTHORIZING THE SUSPENSION OF PARKING METER ENFORCEMENT IN CERTAIN MUNICIPAL PARKING LOTS AND GARAGES TO PROMOTE HOLIDAY SHOPPING**

**Whereas**, by correspondence dated October 28, 2025, the Deputy Chief of the Department of Public Safety formally requested authorization to suspend parking meter enforcement in the municipal parking garages and lots listed in Section 2 below, to promote holiday shopping during the period of December 8, 2025, through December 24, 2025, between the hours of 8:00 a.m. and 8:00 p.m., and on December 31, 2025, during the same hours; and

**Whereas**, the City of Mount Vernon recognizes the importance of supporting local businesses and encouraging residents and visitors to shop locally during the holiday season; and

**Whereas**, the Department of Public Safety has recommended the temporary suspension of parking meter enforcement in designated municipal parking garages and lots to facilitate convenient parking and promote increased patronage of local establishments; and

**Whereas**, the City Council finds that such suspension will enhance accessibility and convenience for shoppers, thereby contributing to the economic vitality of the downtown business districts;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mount Vernon, in the County of Westchester and State of New York, as follows:

**Section 1. Authorization.** The enforcement of parking meters shall be suspended in the municipal parking garages and lots listed in Section 2 below, for the purpose of promoting holiday shopping, during the period December 8, 2025, through December 24, 2025, between the hours of 8:00 a.m. and 8:00 p.m., and on December 31, 2025, during the same hours.

**Section 2. Designated Municipal Garages and Lots.** This Ordinance shall apply only to the following metered municipal parking facilities:

1. Lot No. 1 – South 5th Avenue
2. Lot No. 8 – North 3rd Avenue
3. Lot No. 9 – Roosevelt Square
4. Lot No. 11 – East Prospect Avenue

**Section 3. Enforcement.** During the suspension period, no parking meter violations shall be issued in the designated lots and garages; however, all other parking regulations, including time limits, fire zones, and handicap parking restrictions, shall remain in full force and effect.

**Section 4. Posting and Public Notice.** The Department of Public Safety shall ensure that appropriate signage and public notices are displayed in the affected areas to inform the public of the suspension period and its conditions.

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

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

BY *Shawn D. Howard*  
Mayor

Councilperson

THIS ORDINANCE ADOPTED BY CITY COUNCIL

President

ATTEST

*Micelle Benilla*  
City Clerk

9

10

**AN ORDINANCE AUTHORIZING THE AWARD  
OF A CONTRACT FOR A RED-LIGHT VIOLATION  
PHOTO ENFORCEMENT AND MONITORING  
SYSTEM (RFP 2025-RFP-RLC-CMV)**

**Whereas**, by correspondence dated October 29, 2025, the Deputy Chief of the Department of Public Safety formally requested authorization for Mayor, or her designee, is hereby authorized to award and execute a contract with Jenoptik for the installation, operation, and maintenance of the Red-Light Violation Photo Enforcement and Monitoring System in accordance with the terms and conditions set forth in RFP No. 2025-RFP-RLC-CMV; and

**Whereas**, the Department of Public Safety issued Request for Proposals (“RFP”) No. 2025-RFP-RLC-CMV on April 1, 2025, seeking qualified vendors to provide a turnkey red-light violation photo enforcement and monitoring system, including the design, implementation, installation, maintenance, and operation of such a system; and

**Whereas**, the intent of the RFP was to identify a vendor capable of detecting, recording, and processing red-light violations in a manner that supports the City’s enforcement of traffic-control laws while ensuring accuracy, efficiency, and compliance with applicable State and Federal regulations; and

**Whereas**, following the RFP solicitation process, one proposal was received and evaluated by a committee of the Department of Public Safety based on cost-effectiveness, technical capability, vendor experience, and reliability; and

**Whereas**, upon thorough review, the Department of Public Safety determined that Jenoptik demonstrated the qualifications and capacity necessary to successfully provide the services required under the RFP; and

**Whereas**, the proposed contract with Jenoptik establishes a revenue-sharing model under which Jenoptik will retain thirty-five percent (35%) of monthly fines collected and the City will receive sixty-five percent (65%) of monthly fines collected, thereby incurring no direct out-of-pocket cost to the City for equipment installation, maintenance, or service operation; and

**Whereas**, the initial contract term shall be for one (1) year, with the option to renew annually for up to three (3) additional one-year periods, subject to satisfactory performance and mutual agreement between the City and Jenoptik; and

**Whereas**, the services to be provided under the agreement include, but are not limited to:

- Procurement, installation, and maintenance of red-light camera equipment;
- Capture and processing of violation events;
- DMV lookup for registered owner identification;
- Citation issuance and notice mailing;
- Fine collection and reporting;
- Assistance with hearing schedules and court proceedings;
- Provision of evidence packets for contested violations;
- Expert testimony when required; and
- Relocation of cameras as necessary to maintain effectiveness and coverage; and

**Whereas**, the funding for this program shall be allocated through Revenue Code 2610.4 (Red Light Camera, Bus, and Speed Camera) and Expense Code A3120.504 (Red Light Camera Expense); and

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Whereas the City Council finds that entering into a contract with Jenoptik for the operation of the Red-Light Violation Photo Enforcement and Monitoring System is in the best interests of the City and will enhance public safety by discouraging traffic violations and improving compliance with traffic control signals.

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

Section 1. Authorization to Award Contract. The Mayor, or her designee, is hereby authorized to award and execute a contract with Jenoptik for the installation, operation, and maintenance of the Red-Light Violation Photo Enforcement and Monitoring System in accordance with the terms and conditions set forth in RFP No. 2025-RFP-RLC-CMV.

Section 2. Contract Term and Renewal. The initial term of the agreement shall be one (1) year from the date of execution, with the option to renew annually for up to three (3) additional one-year terms, subject to the mutual agreement of both parties and satisfactory performance.

Section 3. Financial Terms. The contract shall operate under a revenue-sharing model, whereby Jenoptik shall retain thirty-five percent (35%) of the monthly fines collected, and the City shall receive sixty-five percent (65%) of such fines. The City shall incur no upfront or ongoing out-of-pocket costs for setup, maintenance, or operation of the system.

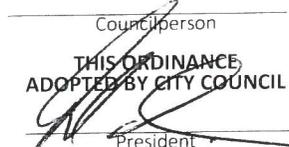
Section 4. Funding Sources. All revenues and expenditures related to the Red-Light Violation Photo Enforcement and Monitoring System shall be recorded under Revenue Code 2610.4 (red-light camera, bus, and speed camera) and A3120.504 (red-light camera expense).

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

Vote Taken As Follows: 11/12/25  
Boxhill: Nay Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM  
  
Assistant Corporation Counsel

APPROVED  
NOV 12 2025  
Date  
  
BY Mayor

Councilperson  
THIS ORDINANCE  
ADOPTED BY CITY COUNCIL  
  
President

ATTEST  
  
City Clerk

11

**AN ORDINANCE AUTHORIZING PAYMENT TO TRITECH SOFTWARE SYSTEMS (FORMERLY CENTRAL SQUARE) FOR CAD AND RMS SOFTWARE USE COVERING THE PERIOD MARCH 1, 2025, THROUGH MAY 15, 2025**

**Whereas**, by correspondence dated October 27, 2025, the Deputy Commissioner of Wellness & Reform of the Department of Public Safety formally requested authorization for the Comptroller to make payment of \$31,179.20 to Tritech Software Systems (formerly CentralSquare) for continued use and support of the CAD and RMS software during the period of March 1, 2025, through May 15, 2025; and

**Whereas**, the Department of Public Safety of the City of Mount Vernon utilizes a Computer-Aided Dispatch (CAD) and Records Management System (RMS) to support critical police operations, dispatching, and recordkeeping functions; and

**Whereas**, Tritech Software Systems, formerly known as CentralSquare, is the manufacturer and service provider of the City's existing Impact CAD and RMS systems; and

**Whereas**, the City's contract with CentralSquare expired on March 1, 2025, with the expectation that the Department of Public Safety would transition to a new platform provided by Tyler Technologies at that time; and

**Whereas**, due to unforeseen implementation delays in the Tyler Technologies system, the Department was required to continue using the Tritech system through May 15, 2025, to maintain uninterrupted emergency communication and public safety operations; and

**Whereas**, Tritech Software Systems has invoiced the City in the amount of Thirty-One Thousand One Hundred Seventy-Nine Dollars and Twenty Cents (\$31,179.20) for continued system access and support for the period March 1, 2025, through May 15, 2025; and

**Whereas**, the Department of Public Safety has verified the accuracy of this invoice and confirmed that the services were provided as described, and funds are available under Budget Line A3120.416 (Computerization/Technology Upgrades) to satisfy said payment.

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

**Section 1. Authorization to Pay.** The City Council hereby authorizes the Comptroller to make payment of \$31,179.20 to Tritech Software Systems (formerly CentralSquare) for continued use and support of the CAD and RMS software during the period of March 1, 2025, through May 15, 2025.

**Section 2. Source of Funds.** Payment for the services described in Section 1 shall be made from Budget Line A3120.416 (Computerization/Technology Upgrades).

**Section 3. Effective Date.** This ordinance shall take effect immediately upon adoption by the City Council and subsequent approval by the Board of Estimate & Contract.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

NOV 13 2025  
Date

BY

Mayor

Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

President

ATTEST:

City Clerk

11

12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT VERNON ADOPTING AN ORDINANCE AMENDING THE CITY CODE TO INCREASE THE MAXIMUM PERMITTED DRIVEWAY WIDTH**

**WHEREAS**, the City Council of the City of Mount Vernon proposes to amend Section 227-13A (Depressed curb for driveway entrance) of the Code of the City of Mount Vernon to increase maximum permitted driveway width from 12 lineal feet to 18 lineal feet; and

**WHEREAS**, the purpose and intent of the Code Amendment is to provide greater flexibility in driveway design to accommodate drainage infrastructure, adequate parking, and other site considerations; and

**WHEREAS**, the City Council, in conjunction with its Staff, prepared a draft "Ordinance to Amend Chapter 227 (Streets and Sidewalks) of the Code of the City of Mount Vernon to Increase Maximum Permitted Driveway Width from 12 Lineal Feet to 18 Lineal Feet" ("Code Amendment"); and

**WHEREAS**, the Code Amendment is classified as a Type II Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 ("SEQRA"), including pursuant to 6 N.Y.C.R.R. 617.5(c)(25) and (33), and no further review is required in accordance with SEQRA; and

**WHEREAS**, at a meeting of the City Council held September 11, 2025, the City Council scheduled a Public Hearing on the Code Amendment for October 8, 2025; and

**WHEREAS**, the City Council referred the Code Amendment to the Corporation Counsel for approval as to form; and

**WHEREAS**, the City Council duly published notice of a Public Hearing for the Code Amendment in three issues of the official newspaper for the City on September 23, 2025, September 30, 2025, and October 6, 2025; and

**WHEREAS**, the Public Hearing was duly held at City Hall on October 8, 2025, at 7:00 P.M., and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to the Code Amendment, and written comments were accepted for 10 days thereafter; and

**WHEREAS**, the City Council, after due deliberation, and having carefully considered the Mount Vernon Planning Board's and Westchester County Planning Board's recommendations, and the comments made at the Public Hearing and in written comments, finds that it is in the best interest of the City of Mount Vernon to adopt the Code Amendment as proposed; **NOW, THEREFORE, BE IT**

**RESOLVED**, the City Council hereby adopts and enacts the Code Amendment entitled "Ordinance to Amend Chapter 227 (Streets and Sidewalks) of the Code of the City of Mount Vernon to Increase Maximum Permitted Driveway Width from 12 Lineal Feet to 18 Lineal Feet," a copy of which is attached hereto and made a part hereof; and **BE IT FURTHER**

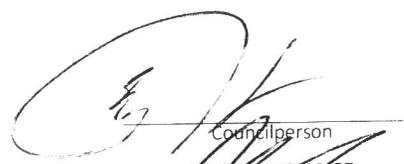
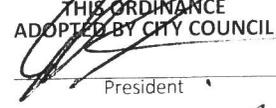
**RESOLVED**, that the City Clerk is directed to file a copy of this Resolution with the City Clerk; and **BE IT FURTHER**

**RESOLVED**, that this Resolution shall take effect immediately.

Vote Taken As Follows: 11/12/25  
Boxhill: Nay Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM  
  
Assistant Corporation Counsel

APPROVED  
NOV 13 2025  
Date  
  
BY Mayor

  
Councilperson  
THIS ORDINANCE  
ADOPTED BY CITY COUNCIL  
  
President  
ATTEST:  
  
City Clerk

12

NOV 13 2025

B

**AN ORDINANCE TO AMEND CHAPTER 227  
(STREETS AND SIDEWALKS) OF THE CODE OF  
THE CITY OF MOUNT VERNON TO INCREASE  
THE MAXIMUM PERMITTED DRIVEWAY  
WIDTH FROM 12 LINEAL FEET TO 18 LINEAL FEET**

**WHEREAS**, the City of Mount Vernon has determined that it is in the best interest of the City and its residents to amend Section 227-13.A (Depressed curb for driveway entrance) of the Code of the City of Mount Vernon to increase maximum permitted driveway width from 12 lineal feet to 18 lineal feet (“Code Amendment”); and

**WHEREAS**, the purpose and intent of the Code Amendment is to provide greater flexibility in driveway design to accommodate drainage infrastructure, adequate parking, and other site considerations; and

**WHEREAS**, the Code Amendment is classified as a Type II Action under the New York State Environmental Quality Review Act and its implementing regulations, 6 N.Y.C.R.R. Part 617 (“SEQRA”), including pursuant to 6 N.Y.C.R.R. 617.5(c)(25) and (33), and no further review is required in accordance with SEQRA; and

**WHEREAS**, the City Council desires to amend Section 227-13.A to increase maximum permitted driveway width.

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

**Section 1.** Section 227-13.A of the Code of the City of Mount Vernon is hereby amended to increase maximum permitted driveway width from 12 lineal feet to 18 lineal feet, as follows:

A. The Commissioner shall not issue a permit for any curb lowering in front of any tax lot or parcel, whether unimproved or improved, where the application is for a curb lowering exceeding 18 lineal feet, unless:

(1) Written approval is first obtained by the applicant from the City Council; or

(2) A width exceeding 18 lineal feet is expressly required by any chapter of the City Code, in which case, the Commissioner shall not issue a permit that exceeds such required width unless written approval is first obtained by the applicant from the City Council.

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**Section 3. Effective Date.** This ordinance shall take effect upon review and acceptance by the City Council.

Vote Taken As Follows: 11/12/25  
Boxhill: Nay Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

NOV 13 2025  
Date

BY

Mayor

Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

President

ATTEST

City Clerk

B

14

**AN ORDINANCE AUTHORIZING THE COMPTROLLER TO ENTER INTO AN AGREEMENT WITH TWILIO FOR THE PROVISION OF SMS SERVICES IN CONNECTION WITH THE UKG TELESTAFF SYSTEM (COMP2025-17)**

**Whereas**, in correspondence dated October 29, 2025, the Comptroller formally requested authorization to enter into an agreement with Twilio, Inc. for the provision of SMS services to support the UKG Telestaff system utilized by the Police and Fire Departments, at a total cost not to exceed One Thousand One Hundred Eighty-Five Dollars (\$1,185.00); and

**Whereas**, the Office of the Comptroller is in the final stages of implementing the UKG Telestaff system for the City's Police and Fire Departments; and

**Whereas**, the UKG Telestaff system includes an overtime management automation feature that utilizes Short Message Service (SMS) text notifications to alert and collect responses from eligible employees based on departmental overtime lists; and

**Whereas**, this SMS functionality is essential for ensuring a transparent, equitable, and auditable overtime management process; and

**Whereas**, the use of SMS communications will significantly improve efficiency, reduce manual administrative tasks, and allow departmental personnel to focus on higher-level strategic functions; and

**Whereas**, Twilio, Inc. has extensive experience partnering with UKG Telestaff solutions to provide reliable, scalable, and cost-effective SMS communication services; and

**Whereas**, Twilio has provided a cost estimate of \$1,185.00 based on a rate of \$0.0079 per inbound and outbound message for up to 150,000 messages, offering substantial cost and time savings to the City; and

**Whereas**, funding for this engagement shall be charged to Budget Line A1315.503 – Kronos Application Fees;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, IN REGULAR SESSION ASSEMBLED, AS FOLLOWS:**

**Section 1. Authorization.** The Comptroller is hereby authorized to enter into an agreement with Twilio, Inc. for the provision of SMS services to support the UKG Telestaff system utilized by the Police and Fire Departments, at a total cost not to exceed One Thousand One Hundred Eighty-Five Dollars (\$1,185.00).

**Section 2. Purpose.** The purpose of this agreement is to enable the automated overtime management feature of the UKG Telestaff system by implementing SMS text notifications and response collection, ensuring a fair, efficient, and transparent process for eligible employees.

**Section 3. Funding Source.** Payment for the services authorized herein shall be made from Account Code A1315.503 – Kronos Application Fees.

**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.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea  
Gleason: Yea  
Poteat: Yea  
Thompson: Yea  
Browne: Yea  
Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

BY

Mayor

Councilperson

THIS ORDINANCE ADOPTED BY CITY COUNCIL

President

ATTEST:

City Clerk

Handwritten mark resembling the number '4'

**AN ORDINANCE AUTHORIZING THE  
COMPTROLLER TO ENTER INTO AN AGREEMENT  
WITH “PRIMEFORCE” FOR THE ARCHIVING OF  
UKG WORKFORCE TIME AND ATTENDANCE  
DATA (COMP2025-18)**

**Whereas**, in correspondence dated October 29, 2025, the Comptroller formally requested authorization to enter into an agreement with “PrimeForce” for the purpose of archiving the City’s legacy UKG Workforce Time and Attendance data, in accordance with the terms outlined in the attached proposal and project Statement of Work (SOW); and

**Whereas**, the Office of the Comptroller of the City of Mount Vernon (“the Comptroller”) successfully completed the upgrade of the City’s UKG Workforce (formerly Kronos) timekeeping and attendance system to UKG Ready at the end of the second quarter of 2024, resulting in significant improvements in employee time tracking, management, and accrual reporting; and

**Whereas**, as a result of the system migration, the City is now required to archive historical UKG Workforce data to ensure the integrity, accessibility, and compliance of legacy records, either through an in-house configuration or secure external cloud storage; and

**Whereas**, due to the proprietary nature of the Kronos system, few vendors possess the technical expertise required to extract and archive data from the Kronos Cloud-based kernel without risk of data loss; and

**Whereas**, the software provider, UKG, recommended “PrimeForce” as a vendor with a proven track record of successfully performing UKG data archiving services with minimal data loss; and

**Whereas**, the City has previously experienced significant data loss from the 1990s through 2004 due to inadequate data archiving on in-house physical servers, impairing the City’s ability to respond to data requests from external agencies, including the New York State Retirement System; and

**Whereas**, the Comptroller has determined that engaging “PrimeForce” to perform the archiving of UKG Workforce data will ensure compliance with the City’s retention policies and the New York State Office of the State Comptroller’s (OSC) Local Government Schedule (LGS-1) requirements; and

**Whereas**, the total cost of services to be provided by “PrimeForce” is Ten Thousand Dollars (\$10,000), to be paid fifty percent (50%) upon execution of the project Statement of Work (SOW) and fifty percent (50%) upon project completion, chargeable to Budget Line A1315.503 – Kronos Application Fees; and

**Whereas**, the City must complete the archiving process prior to December 31, 2025, the deadline established by UKG for removal of the legacy data from its servers.

**NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Mount Vernon, in regular session assembled, as follows:**

**Section 1. Authorization.** The Comptroller is hereby authorized to enter into an agreement with “PrimeForce” for the purpose of archiving the City’s legacy UKG Workforce Time and Attendance data, in accordance with the terms outlined in the attached proposal and project Statement of Work (SOW).

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**Section 2. Scope of Services.** The services to be performed by “PrimeForce” shall include, but not be limited to:

1. Installation of timekeeping application software;
2. Upgrade of Kronos WFC Timekeeper to Version 8.1.20;
3. Procurement of archive licenses from UKG on behalf of the City;
4. Activation and testing of a new WFC instance using the City’s existing configuration;
5. Conversion of existing custom reports for functionality within Version 8.1.20;
6. Integration of existing interfaces into Kronos Version 8.1.20 and verification of functionality;
7. Provision of read-only access to Kronos WFC Version 8.1 for designated City users; and
8. Configuration of WFC profiles to read-only mode for compliance and data integrity.

**Section 3. Funding.** Payment for the aforementioned services shall be made from Budget Line A1315.503 – Kronos Application Fees, in an amount not to exceed Ten Thousand Dollars (\$10,000), with fifty percent (50%) due upon execution of the contract and the remaining fifty percent (50%) upon successful completion of the project.

**Section 4. Compliance.** All work performed under this ordinance shall conform to applicable federal, state, and local data retention and security standards, including the New York State Office of the State Comptroller’s (OSC) Local Government Schedule (LGS-1).

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

Vote Taken As Follows: 11/12/25  
 Boxhill: Yea Gleason: Yea  
 Poterat: Yea Thompson: Yea  
 Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

Mayor

Councilperson

THIS ORDINANCE ADOPTED BY CITY COUNCIL

President

ATTEST:

City Clerk

16

**AN ORDINANCE AUTHORIZING THE  
INSTALLATION OF A PORTRAIT OF FORMER  
COMPTROLLER MAUREEN WALKER IN CITY HALL**

**Whereas**, by correspondence dated October 30, 2025, the Comptroller formally requested authorization to install a portrait of Former Comptroller Maureen Walker in City Hall, in the corridor outside the Finance Department on the Ground Floor; and

**Whereas**, Maureen Walker honorably served the City of Mount Vernon as Comptroller for twenty-four (24) years, across six consecutive terms from 1994 to 2017, and holds the historic distinction of being the first person of African descent—specifically of Caribbean heritage—and the first woman to serve in this elected role; and

**Whereas**, during her tenure, Ms. Walker demonstrated exceptional fiscal leadership, professional excellence, and an unwavering commitment to the welfare of the City’s residents, ensuring that the City of Mount Vernon maintained financial stability, achieved consistent budget surpluses, and earned multiple Certificates of Achievement for Excellence in Financial Reporting; and

**Whereas**, as Comptroller, Ms. Walker oversaw the City’s Finance and Payroll Departments, managed the municipal budget, insurance, tax collection, real estate, and capital financing, and served on key governing and development bodies including the Board of Estimate, the Mount Vernon Renewal Agency, the Industrial Development Agency, and the Capital Projects Board; and

**Whereas**, beyond her municipal service, Ms. Walker has contributed extensively to academia as an Adjunct Professor of Finance and Accounting at Iona College and has been an active member of professional organizations such as the New York State Government Finance Officers’ Association, the American Institute of Certified Public Accountants, and the Westchester Municipal Finance Association; and

**Whereas**, Ms. Walker’s lifelong advocacy for education, youth development, and community empowerment—through mentorship and service to organizations such as Junior Achievement of Hudson Valley, the Mount Vernon Business and Professional Women’s Club, and numerous civic and faith-based groups—has earned her over twenty community and professional awards, including citations from the U.S. Congress and various civic and healthcare institutions; and

**Whereas**, it is both fitting and proper that the City of Mount Vernon recognize and honor Former Comptroller Maureen Walker for her exemplary and trailblazing public service through the installation of her portrait in City Hall; and

**Whereas**, the proposed portrait will be installed on the Ground Floor of City Hall, outside of the Finance Department, where Ms. Walker diligently served the people of Mount Vernon for nearly a quarter century; and

**Whereas**, the cost associated with the installation of the portrait shall not exceed Seven Hundred Fifty Dollars (\$750.00), to be charged to Budget Line A1315.203 – Equipment; and

**Whereas**, the Comptroller’s Office shall coordinate with Former Comptroller Walker regarding the donation and installation of the portrait in accordance with established City protocols.

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Mount Vernon, in regular session duly convened, as follows:

**Section 1. Authorization.** The City Council hereby authorizes the installation of a portrait of Former Comptroller Maureen Walker in City Hall, outside of the Finance Department on the Ground Floor.

**Section 2. Coordination and Oversight.** The Office of the Comptroller shall coordinate with Former Comptroller Maureen Walker to arrange for the donation and placement of the portrait and shall oversee its installation in accordance with City policies and procedures.

**Section 3. Funding.** The total cost associated with the installation of the portrait shall not exceed Seven Hundred Fifty Dollars (\$750.00) and shall be charged to Budget Line A1315.203 – Equipment.

**Section 4. Recognition and Intent.** The placement of this portrait shall serve as a lasting tribute to the extraordinary public service, leadership, and pioneering contributions of Former Comptroller Maureen Walker to the City of Mount Vernon and its residents.

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

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

*[Signature]*  
Assistant Corporation Counsel

APPROVED

NOV 13 2025  
Date

*[Signature]*  
Mayor

*[Signature]*  
Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

*[Signature]*  
President

ATTEST: *[Signature]*  
City Clerk

17

**AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS WITHIN THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT BUDGET TO ALLOCATE FUNDS FOR PAYMENT OF THE ESRI GIS INVOICE**

**Whereas**, in correspondence dated November 5, 2025, the Commissioner of the Department of Planning & Community Development formally requested authorization for the Comptroller to transfer Nineteen Thousand Five Hundred Dollars (\$19,500.00) between the following budget lines; and

**Whereas**, the Department of Planning and Community Development (the "Department") utilizes the Esri Geographic Information System (GIS) platform as a vital tool to support citywide operations, including infrastructure mapping, data management, land use analysis, and service delivery for multiple departments such as Planning, Public Works, Water, and Buildings; and

**Whereas**, the GIS platform enables enhanced operational efficiency, transparency, and data-driven decision-making that supports the City's mission to provide effective and coordinated municipal services; and

**Whereas**, the City Council and the Board of Estimate and Contract previously authorized the City to enter into a service agreement with Esri, Inc. for the implementation and maintenance of the City's GIS platform; and

**Whereas**, the Department has identified unused and underutilized funds within several budget lines that may be reallocated to cover the cost of the Esri GIS annual maintenance invoice totaling Sixty Thousand Three Hundred Dollars (\$60,300.00); and

**Whereas**, the Department respectfully requests authorization to transfer Nineteen Thousand Five Hundred Dollars (\$19,500.00) from various budget lines within the Department's existing budget to the Contracted Outside Services (A8020.405) account to supplement available funds and ensure timely payment of the Esri GIS invoice; and

**Whereas**, this budgetary adjustment will allow for uninterrupted GIS services critical to supporting the City's planning, infrastructure, and operational functions;

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

**Section 1. Authorization to Transfer Funds.** The City Council hereby authorizes the Comptroller to transfer Nineteen Thousand Five Hundred Dollars (\$19,500.00) between the following budget lines:

<b>Budget Code:</b>	<b>Category:</b>	<b>Transfer Amount:</b>
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
	<b>Total Transfer Amount:</b>	<b>\$19,500</b>

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**Section 2. Transfer Destination.** The total amount of \$19,500.00 shall be transferred into Budget Code A8020.405 (Contracted Outside Services) within the Department of Planning and Community Development to provide sufficient funding for payment of the Esri GIS annual maintenance invoice totaling \$60,300.00.

**Section 3. Purpose.** The purpose of this transfer is to ensure the continuity of GIS services essential for coordinating, planning, and implementing infrastructure and development projects across the City of Mount Vernon.

**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.

Vote Taken As Follows: 11/12/25  
Boxhill: Yea Gleason: Yea  
Poteat: Yea Thompson: Yea  
Browne: Yea Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED

Date

BY

Mayor

17

Councilperson

THIS ORDINANCE  
ADOPTED BY CITY COUNCIL

President

ATTEST:

City Clerk