

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

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

Code: LPW

Attachments: [AUTHORIZATION TO EXECUTE REIMBURSABLE NYS DOS GRANT CONTRACT](#)

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

Code: LPW

Attachments: [Referral 10.24.25 Wire Basket-Signed](#)

- 3. 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

Code: LPW

Attachments: [Amendment to Section 140-4, Garbage and Rubbish Collection, Authorizing Red Tag Bulk Item Disposal Section](#)
[Trash Collection Amendment](#)

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

Code: LPW

Attachments: [Red Tag Bulk Disposal](#)
[Bulk waste](#)

- 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

Code: LPW

Attachments: [REFERRAL LETTER FOR LOCAL LAW FOR ADMINISTRATIVE SEARCH WARRANT PROCEDURE LOCAL LAW NO. __ OF 2025 - ESTABLISHING AN ADMINISTRATIVE SEARCH WARRANT PROCEDURE TO BE USED IN CONJUNCTION WITH LOCAL LAW NO. 6 OF 2024](#)

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 and Ettinger Engineering Associates

Code: PSC

Attachments: [11-5-25 RFP #004-DOB Construction Inspection](#)

7. Mayor's Office: An Ordinance Authorizing the Creation of the Position of Data Officer Within the Department of Buildings

Code: PSC

Attachments: [Data Officer](#)

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

Code: PSC

Attachments: [Referral Letter- Prisoner Transport Contract](#)

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)

Code: PSC

Attachments: [Holiday Parking - 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)

Code: PSC

Attachments: [Red Light Camera Referral Letter](#)

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

Code: PSC

Attachments: [TriTech\(CentralSquare\) Contract Payment](#)

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

Code: PSC

Attachments: [AN ORDINANCE TO TO AMEND CHAPTER 227 \(STREETS AND SIDEWALKS\) OF THE CODE OF THE CITY OF MOUNT VERNON TO INCFREASE THE MAXIMUM PERMITTED DRIVEWAY](#)

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

Code: PSC

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)

Code: FP

Attachments: [COMP2025-17 - Engagement of the services of Twilio for the provision of SMS services](#)

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)

Code: FP

Attachments: [COMP2025-18 – Archiving of UKG Workforce Time and Attendance Data](#)

16. Comptroller: An Ordinance Authorizing the Installation of a Portrait of Former Comptroller Maureen Walker in City Hall

Code: FP

Attachments: [COMP2025-19 – Request for Approval to Mount a Portrait of Former Comptroller Maureen Walker](#)

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)

Code: FP

Attachments: [Planning Dept. Funds Transfer Referral Letter 11.5.2025](#)

OTHER BUSINESS/CLOSING COMMENTS



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1730

Agenda Date: 11/12/2025

Agenda #: 1.

City Council:

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.

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..



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

September 16, 2025

VIA EMAIL:

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

RE: REQUEST FOR COUNCIL AUTHORIZATION TO EXECUTE REIMBURSABLE NYS DOS GRANT CONTRACT #T1003494.

Honorable Council members:

The Department of Management Services respectfully requests that the City Council adopt legislation authorizing Mayor Shawyn Patterson-Howard to execute the New York State Department of State Contract for Grant #T1003494 – Legislative Initiative Form (LIF) and all related documents necessary to fulfill the obligations under the agreement. This grant, awarded to the City of Mount Vernon by Assemblyman J. Gary Pretlow on September 30, 2025 (see attached award letter), provides funding for the reimbursable purchase of a replacement UPS (Uninterruptable Power Supply) backup battery for the Mount Vernon Police Department.

Management Services has submitted the technical specifications and obtained the required price quotes for the acquisition of one (1) replacement UPS unit, at a cost not to exceed \$25,000. In accordance with the terms of the contract (attached), the City is eligible to receive an advance payment of 25% of the award amount, or \$6,250. The CMVNY Department of Finance has assigned the following revenue account code for this grant A3389.3, and A1680.203 as the corresponding expenditure account code for this transaction.

Please note that there are no matching funds or MWBE requirements associated with this grant. The contract performance period extends through March 31, 2026.

We appreciate your consideration and support in facilitating this important technology upgrade for the Police Department.

Respectfully submitted,

Juan Perez
Commissioner of the Department of Management Services

cc: Mayors Office, Comptroller



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1715

Agenda Date: 11/12/2025

Agenda #: 2.

City Council:

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.

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.



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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

October 27th, 2025

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

Re: Authorization to Purchase Downtown Trash Receptacles for Business Districts

Dear City Council,

The Department of Public Works (“DPW”) respectfully requests that the above-referenced item be placed on the agenda for consideration at the next scheduled City Council meeting.

Project Background

The City’s existing wire trash baskets located in high-traffic commercial areas have reached or exceeded their useful life. Many are rusted, missing liners, or structurally compromised, leading to recurring overflow, litter accumulation, and sanitation inefficiencies. In their current state, these outdated receptacles create negative visual and environmental impacts, contribute to rodent and pest issues, and increase the time and labor required for daily collections by sanitation crews.

Replacing these aging baskets with standardized, commercial-grade steel receptacles is essential to improving the City’s appearance, supporting cleaner and safer streets, and promoting Mount Vernon’s economic vitality. The new receptacles will provide better containment of waste, reduce windblown debris, and enhance pedestrian experiences within our business districts. This initiative aligns with the administration’s broader beautification, public safety, and sustainability goals, ensuring a visible improvement to the City’s commercial corridors while strengthening civic pride and operational efficiency.

Proposed Purchase (Specifications & Scope)

Under this request, the City will procure commercial-grade, approximately 32-gallon, slatted steel trash receptacles with side opening, including:

- Receptacle body (steel)
- Rigid liner(s)
- In-ground mounting kits
- Freight/delivery to DPW yard

Procurement will be handled by the Purchasing Office in accordance with City policy. Final unit quantities will be set once pricing is confirmed and will not exceed the authorized budget.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize DPW and the Purchasing Office to purchase new downtown trash receptacles (with liners and in-ground mounts) for installation in City Business Districts, in an amount not to exceed **\$30,610.49**.
2. Authorize issuance of the necessary purchase order(s) in accordance with the City’s Procurement Policy via Belson Outdoors.

This action will enhance the cleanliness and appearance of our business corridors, reduce wind-blown litter, and support routine sanitation operations with standardized, durable containers.

Thank you for your consideration. I am available to answer any questions and to provide any additional documentation the Council may require.

Funding

The total associated cost for this purchase shall not exceed **\$30,610.49**

Funding for this purchase will be made through – A8160.203 (Equipment)

Respectfully,



Damani L. Bush

Commissioner of Public Works

DB/ru

Attachments

1. Vendor quotation(s) for receptacles, liners, and mounts
2. Budget Transfer Memorandum



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1736

Agenda Date: 11/12/2025

Agenda #: 3.

City Council:

**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.

The initial program shall include the following categories:

- \$12 Tag: General bulky household items such as chairs, tables, rolled carpets, bicycles, large furniture, sofas, dressers, mattresses, and toilets.

- \$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.



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

November 3rd, 2025

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

Re: Amendment to Section 140-4, Garbage and Rubbish Collection, Authorizing a Red Tag Bulk Item Disposal Section

Dear Board Members,

The Department of Public Works ("DPW") respectfully requests that the above-referenced item be placed on the agenda for consideration at the next scheduled City Council meeting.

Purpose of the Amendment

This amendment formally codifies Bulk Item Disposal within the City's sanitation code, providing the legal framework necessary for program implementation, enforcement, and fee collection. The addition would authorize DPW to designate oversized items as a separate waste stream requiring a disposal tag and to establish fees by Council resolution.

Program Structure

Under the Red Tag Oversized Item Disposal Service:

- **\$12 Tag** – For general household bulky items such as chairs, tables, rolled carpets, bicycles, large furniture, sofas, dressers, mattresses, and toilets.
- **\$25 Tag** – For appliances and specialty items such as air conditioning units, snow blowers, and grills (no propane).

Requested Action

The Department of Public Works respectfully requests that the City Council:

- Authorize DPW to begin drafting the amendment of Section 140-4 ("Garbage and Rubbish Collection – Additional Services") to include provisions and penalties for a Red Tag Bulk Item Disposal Service.
- Authorize the Department of Public Works and The Procurement and Purchasing Manager to publish notice of the amendment and coordinate rollout upon approval.

This amendment will ensure the City's sanitation code reflects modern, sustainable collection practices and provides the necessary authority for DPW to implement a fair and efficient bulky-item disposal service.

- Authorize the Office of the Comptroller to create a revenue code for any fore casted revenue

Thank you for your consideration. Please let me know if additional documentation or draft ordinance language is required for legal review.

Respectfully,



∟
Damani L. Bush
Commissioner of Public
Works DB/db

Attachments

- **Draft Amendment Language – Section 140-4, Garbage and Rubbish Collection**

BULK WASTE (Oversized Items)

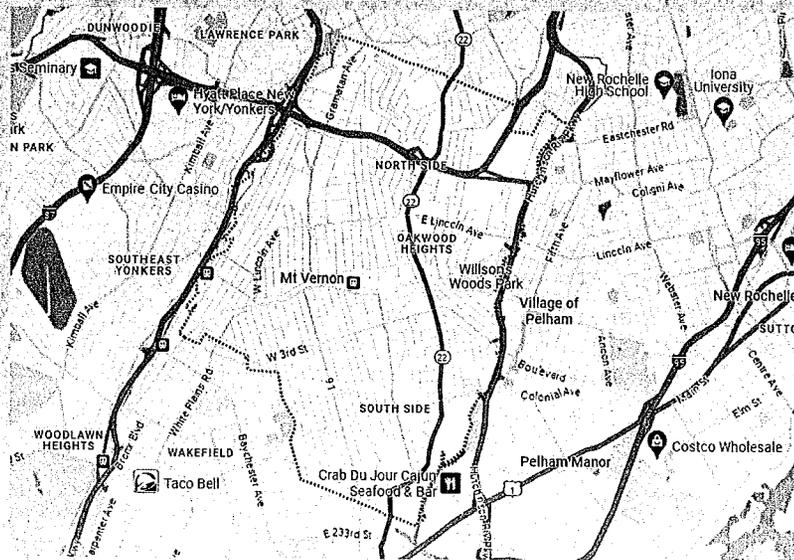
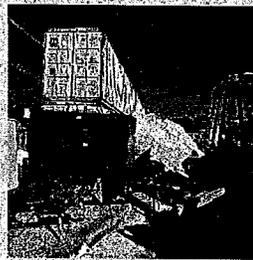
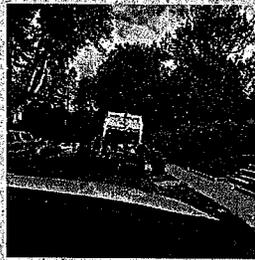
Any item of rubbish, refuse, or discarded material that exceeds the capacity of a standard thirty-five (35) gallon receptacle or bundle, or that by reason of its weight, size, or shape cannot be safely and conveniently handled by one sanitation worker. Bulk Waste shall include, but not be limited to:

- Items weighing **more than thirty (30) pounds**, or
- Items exceeding **four (4) feet in length, width, or height**, or
- Items of irregular dimension not suitable for containerization (e.g., sofas, mattresses, box springs, appliances, rolled carpeting, large furniture, bicycles, toilets, and similar household goods).

Bulk Waste does not include trade waste, commercial meat waste, or construction/demolition debris, which shall be managed in accordance with separate regulations.



City of Mount Vernon Department of Public Works Refuse Sustainability Fee Study



June 2024



**CITY OF MOUNT VERNON DEPARTMENT OF PUBLIC WORKS
REFUSE SUSTAINABILITY FEE STUDY**

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1.0 BACKGROUND

1.1 City of Mount Vernon Municipal Solid Waste and Recyclables Collection System

The City of Mount Vernon Department of Public Works collects, transports and disposes of municipal solid waste(MSW) and recyclables from all real properties located in the City, including residential and commercial properties. The MSW and recyclables are brought to Westchester County's solid waste and recycling facilities for processing/disposal.

Mount Vernon had an estimated population of 71,714 people on July 1, 2022 and an estimated 28,778 households based on U.S. Census data and a total area of approximately 4.39 square miles. See **Appendix A**.

MSW is collected twice per week, generally on a Monday/Thursday or Tuesday/Friday schedule.

Recyclables are collected weekly on an alternating basis with commingled containers picked up one week and mixed paper picked up the following week. See **Appendix B** for pick-up schedules, rules and regulations, and sanitation routes.

Historically, there was no dedicated fund for providing these essential services and they were paid for out of the general annual budget from taxes based on a property's assessed value. This resulted in significant shortfalls of funds to pay for maintenance and replacement of sanitation vehicles, tools, equipment and sanitation related initiatives needed to make the City cleaner and safer for all residents, business owners and visitors.

To fund the cost of providing these services a Refuse Sustainability Fee(RSF) was established in 2022 based on a flat fee per single family dwelling unit and the funds raised from the RSF are dedicated to supporting the Refuse and Recyclables Collection Program.

2.0 MOUNT VERNON'S MSW AND RECYCLABLES COLLECTION PROGRAM

2.1 Present MSW and Recyclables Collection Practices and Statistical Data

MSW, including bulk items, is collected twice per week, generally on a Monday/Thursday or Tuesday/Friday schedule, utilizing eight sanitation routes with three person crews per route utilizing eight 2022 rear load packer trucks. The number of stops per route range from a low of 364 stops to a high of 969 stops per day. The total number of stops per week is 22,326 for an average of 698 stops per day per crew. See **Appendix C**. This average is consistent with industry standards.

Appended to this report are copies of several references utilized for comparing Mount Vernon's statistical data to state and national data. See Benchmarking References document appended to this report.

Recyclables are collected weekly on an alternating basis with commingled containers picked up one week and mixed paper picked up the following week.

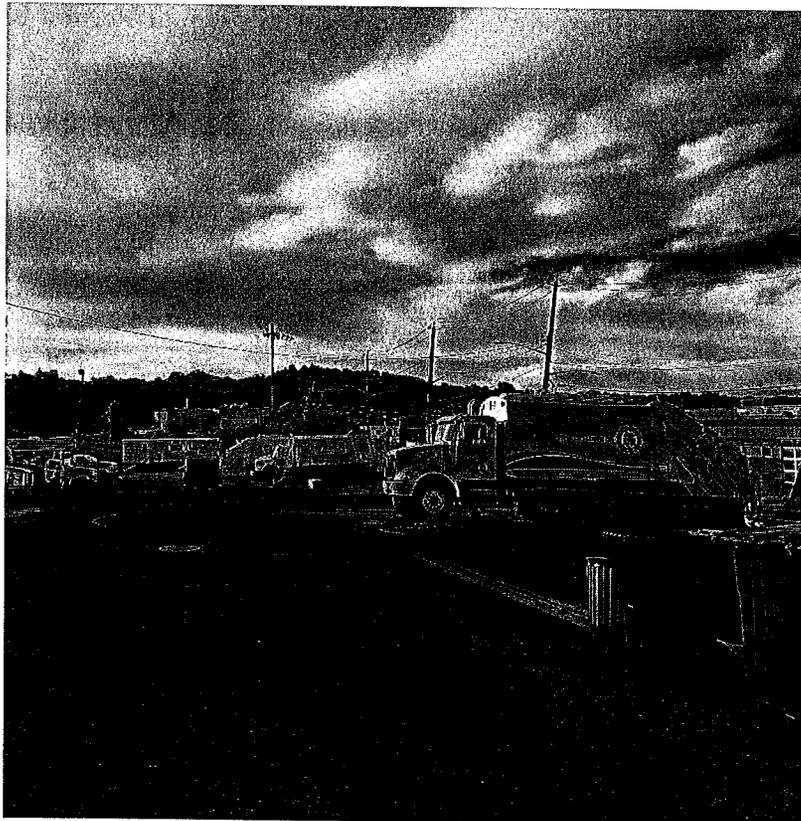
In addition, yard waste is picked up weekly, from April 1 through December, and appliances and electronics are picked up by appointment.

In 2022 a total of 30,472 tons of MSW was collected and transported to the Mount Vernon Transfer Station by the Mount Vernon DPW via a total of 4243 loads at an average of 7.2 tons per load. Based on 22,326 stops per week the average pounds per stop was 52.5 pounds of garbage per stop in 2022. For comparison purposes, in a prior study for the City of New Rochelle performed by D&B, the average pounds per stop was 59.0 pounds in 2013.

In 2022 a total of 3407 tons of commingled containers and mixed paper were collected by the Mount Vernon DPW from its residents. As per the US Census the estimated population of Mount Vernon in July 2022 was 71,714. Utilizing that population and the 3407 tons of recyclables equates to 95 pounds of recyclables per person per year or 0.26 lbs. per person per day. For

2.2 MSW Collection Vehicles

Currently MSW is collected in eight 2022 rear load packer trucks. These trucks were purchased with grants replacing an aging and worn-out fleet of collection vehicles. It is critical to the efficient and effective operation of the MSW collection program that these vehicles are maintained in accordance with the manufacturer's recommendations throughout their design useful life and replaced when they reach their design useful life.

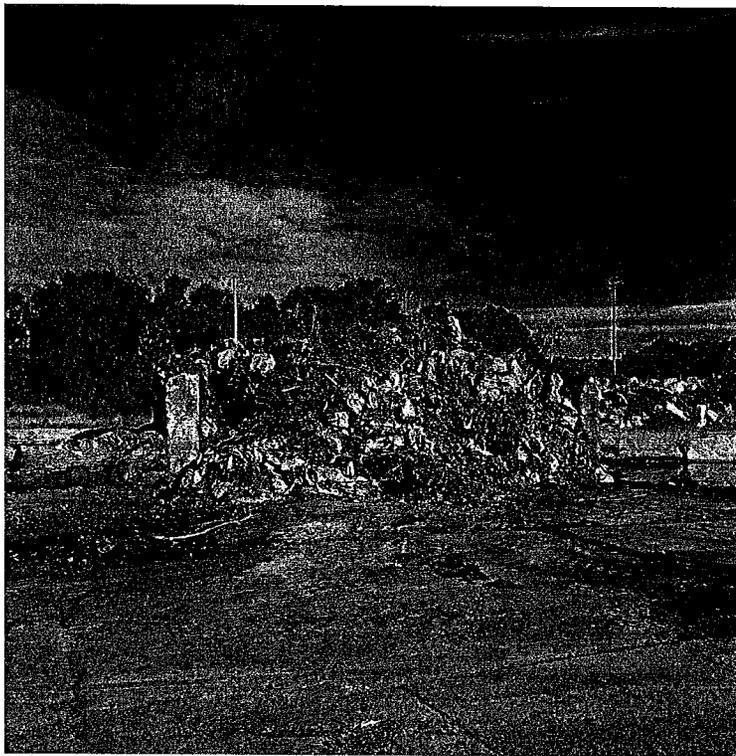


2022 MSW Collection Vehicle

Since the cost to replace the MSW collection vehicles is significant, it is recommended that a multiyear capital replacement plan be developed and implemented to ensure that this fleet of vehicles is maintained in the state of readiness necessary to ensure the efficient and effective collection of the MSW for the City in a safe manner.

Numerous DPW functions are being performed at the DPW Yard including the following:

1. Storing, maintaining and repairing the various fleets of DPW vehicles and equipment;
2. Road salt storage;
3. Yardwaste, street sweepings and commingled container storage;



Yardwaste Storage



6. Review the various functions being performed at the DPW Yard and develop a master plan to improve the overall efficiency and effectiveness of the use of the site.

3.2 Comparison of the RSF System Approach to a Tax System Approach for Typical Property Owners for Funding Mount Vernon's Sanitation Services

A comparison of the RSF methodology versus use of property taxes to fund these necessary services was performed to assess the financial impact on typical properties.

The median assessed values of one, two and three family homes were utilized to calculate what the amount of additional property taxes that would need to be paid that would be equivalent to the amount raised by the RSF. The median assessed values utilized for this comparison were provided by the City.

This comparison shows that the RSF methodology resulted in a lower cost for the median one and two family homes versus the use of property taxes to raise an equivalent amount of money. See **Appendix G** detailing the comparison.

3.3 Comparison of Mount Vernon's RSF to Other Municipal RSFs and Costs for Similar Services in Other Municipalities

A comparison of Mount Vernon's RSF to other municipal RSFs and to the costs of providing these services in other municipalities by both municipal and private collection programs was prepared.

This comparison showed that the current RSF of \$200.00 per unit per year is lower than the costs for these services in other municipalities such as New Rochelle where they have a similar program and their RSF is \$276.00 per unit per year and several municipalities in Rockland County where the cost of these services with either municipal service or private service or a combination of the two range from a low of \$295 per year with a lower level of service to over \$630 per year for the same level of service as provided in Mount Vernon for a single family home. See **Appendix H** with the summary of these costs.



A capital replacement plan should be developed for the sanitation collection vehicles to provide for the timely replacement of these vehicles when they reach their design useful life in order to ensure that a safe, effective and efficient fleet is available for providing these essential services.

A concerted effort should be made to increase the curbside recycling rate, which is below the County average. Increasing the recycling rate will reduce the tipping fees the City has to pay for disposal of MSW at the Transfer Station and the amount of waste that has to be transported to disposal, reduce the average pounds per stop the sanitation crews have to load into the sanitation collection vehicles and increase the beneficial reuse of these resources.

QuickFacts

Mount Vernon city, New York

QuickFacts provides statistics for all states and counties. Also for cities and towns with a *population of 5,000 or more.*

PEOPLE	
Population	
Population estimates, July 1, 2023, (V2023)	△ NA
Population Estimates, July 1, 2022, (V2022)	△ 71,714
Population estimates base, April 1, 2020, (V2023)	△ NA
Population estimates base, April 1, 2020, (V2022)	△ 73,905
Population, percent change - April 1, 2020 (estimates base) to July 1, 2023, (V2023)	△ NA
Population, percent change - April 1, 2020 (estimates base) to July 1, 2022, (V2022)	△ -3.0%
Population, Census, April 1, 2020	73,893
Population, Census, April 1, 2010	67,292
Age and Sex	
Persons under 5 years, percent	△ 4.9%
Persons under 18 years, percent	△ 19.3%
Persons 65 years and over, percent	△ 17.0%
Female persons, percent	△ 55.4%
Race and Hispanic Origin	
White alone, percent	△ 17.5%
Black or African American alone, percent (a)	△ 62.4%
American Indian and Alaska Native alone, percent (a)	△ 0.6%
Asian alone, percent (a)	△ 1.9%
Native Hawaiian and Other Pacific Islander alone, percent (a)	△ 0.0%
Two or More Races, percent	△ 7.3%
Hispanic or Latino, percent (b)	△ 17.2%
White alone, not Hispanic or Latino, percent	△ 15.6%
Population Characteristics	
Veterans, 2018-2022	1,596
Foreign born persons, percent, 2018-2022	32.5%
Housing	
Housing units, July 1, 2022, (V2022)	X
Owner-occupied housing unit rate, 2018-2022	39.8%
Median value of owner-occupied housing units, 2018-2022	\$446,400
Median selected monthly owner costs -with a mortgage, 2018-2022	\$3,324
Median selected monthly owner costs -without a mortgage, 2018-2022	\$1,388
Median gross rent, 2018-2022	\$1,461
Building permits, 2022	X
Families & Living Arrangements	
Households, 2018-2022	28,778
Persons per household, 2018-2022	2.50
Living in same house 1 year ago, percent of persons age 1 year+, 2018-2022	91.9%
Language other than English spoken at home, percent of persons age 5 years+, 2018-2022	25.2%
Computer and Internet Use	
Households with a computer, percent, 2018-2022	91.6%
Households with a broadband Internet subscription, percent, 2018-2022	77.9%
Education	
High school graduate or higher, percent of persons age 25 years+, 2018-2022	84.4%
Bachelor's degree or higher, percent of persons age 25 years+, 2018-2022	34.1%
Health	
With a disability, under age 65 years, percent, 2018-2022	9.3%
Persons without health insurance, under age 65 years, percent	△ 7.7%

About datasets used in this table

Value Notes	Population estimates, July 1, 2023, (V2023)	
-------------	---	---

 Methodology differences may exist between data sources, and so estimates from different sources are not comparable.

Some estimates presented here come from sample data, and thus have sampling errors that may render some apparent differences between geographies statistically indistinguishable. Click the Quick Info  icon to the left of each row in TAI learn about sampling error.

The vintage year (e.g., V2023) refers to the final year of the series (2020 thru 2023). Different vintage years of estimates are not comparable.

Users should exercise caution when comparing 2018-2022 ACS 5-year estimates to other ACS estimates. For more information, please visit the [2022 5-year ACS Comparison Guidance](#) page.

Fact Notes

- (a) Includes persons reporting only one race
- (c) Economic Census - Puerto Rico data are not comparable to U.S. Economic Census data
- (b) Hispanics may be of any race, so also are included in applicable race categories

Value Flags

- Either no or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest or upper interval of an open end
- F Fewer than 25 firms
- D Suppressed to avoid disclosure of confidential information
- N Data for this geographic area cannot be displayed because the number of sample cases is too small.
- FN Footnote on this item in place of data
- X Not applicable
- S Suppressed; does not meet publication standards
- NA Not available
- Z Value greater than zero but less than half unit of measure shown

QuickFacts data are derived from: Population Estimates, American Community Survey, Census of Population and Housing, Current Population Survey, Small Area Health Insurance Estimates, Small Area Income and Poverty Estimates, State Housing Unit Estimates, County Business Patterns, Nonemployer Statistics, Economic Census, Survey of Business Owners, Building Permits.



CITY OF MOUNT VERNON SANITATION PICK-UP SCHEDULE

2023 SOUTH SIDE MONDAY & THURSDAY



JANUARY							FEBRUARY							MARCH									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
1	H	G	P	C	G	R	6						5										
8	G						13	G					12	G									
15	H	G	P	C	G	R	20						19										
22	G						29	H	G	P	C	G	R	28	G								
29	G																						

APRIL							MAY							JUNE									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
1							7	G					6										
8	G	Y	C	G	R		14	G	Y	C	G	R	13	G	Y	C	G	R					
15	G	Y	C	G	R		21	G	Y	C	G	R	20	G	Y	C	G	R					
22	G	Y	C	G	R		29	H					28	H									
29	G	Y	C	G	R																		

JULY							AUGUST							SEPTEMBER									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
1							8	G	Y	C	G	R	7										
8	G	H	Y	C	G	R	15	G	Y	C	G	R	14	G	Y	C	G	R					
15	G	Y	C	G	R		22	G	Y	C	G	R	21	G	Y	C	G	R					
22	G	Y	C	G	R		29	G	Y	C	G	R	28	G	Y	C	G	R					
29	G	Y	C	G	R																		

OCTOBER							NOVEMBER							DECEMBER									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
1	G	Y	C	G	R		8	G	Y	C	G	R	7										
8	H						15	G	Y	C	G	R	14	G	Y	C	G	R					
15	G	Y	C	G	R		22	G	Y	C	G	R	21	G	Y	C	G	R					
22	G	Y	C	G	R		29	G	Y	C	G	R	28	G	Y	C	G	R					
29	G	Y	C	G	R																		

JANUARY 2024												
S	M	T	W	T	F	S						
1	H	G	P	C	G	R	6					
7	G						13	G				
14	G						20	G				
21	G						27	G				
28	G											

COLOR SCHEDULE

	TUESDAY GARBAGE PICK-UP		NEWSPAPER & CARBOARD COMMINGLED
	FRIDAY GARBAGE & RUBBISH PICK-UP		YARD WASTE NO PICK-UP JANUARY-FEBRUARY-MARCH
	BOTTLES-CANS-PLASTIC COMMINGLED		HOLIDAY NO COLLECTION ALT. SIDE PARKING SUSPENDED
THERE WILL BE NO PICK UP ON THE HOLIDAYS			

CURBSIDE RECYCLING PICK-UP BUSINESS HOURS 7:30 AM TO 3:30 PM

**DO NOT PUT ANY RECYCLABLES IN PLASTIC BAGS.
PLACE ALL RECYCLABLES IN A RECYCLING BIN.**

NEWSPAPERS CAN BE PLACED IN **BROWN PAPER BAGS**
OR CORRUGATED **CARDBOARD BOXES.**

**RECYCLABLE CARDBOARD MUST BE
BROKEN DOWN, BUNDLED AND TIED UP.**



NOTE: MATTRESSES AND BOX SPRINGS MUST BE
WRAPPED IN PLASTIC FOR CURBSIDE PICK UP.

PLACE AT CURBSIDE BEFORE 7:30 AM ON SCHEDULED DAY OF PICKUP.

Appointments/Complaints: 914-665-2465 · 24 Hour/Emergency: 914- 665-2719 · Commissioner's Office: 914-665-2343

FOLLOW US ON SOCIAL MEDIA @MOUNTVERNONDPW



CITY OF MOUNT VERNON SANITATION PICK-UP SCHEDULE

2023 NORTH SIDE TUESDAY & FRIDAY



JANUARY 2023							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1		H		G	P	GR	4		P		GR	7		P		GR				
8			G	C		GR	11		G	C		GR	14		G	C		GR		
15		H		G	P	GR	18		G	P	GR	21		G	P	GR				
22			G	C		GR	25		G	C		GR	28		G	C		GR		
29			G				30													

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
2		Y	D	C		GR	5		Y	D	C		GR	8		Y	D	C		GR
9		Y	D	C		GR	12		Y	D	C		GR	15		Y	D	C		GR
16		Y	D	C		GR	19		Y	D	C		GR	22		Y	D	C		GR
23		Y	D	C		GR	26		Y	D	C		GR	29		Y	D	C		GR
30		Y	D	C		GR														

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
2		Y	H	G	P	GR	5		Y	G	P	GR	8		Y	G	P	GR		
6		Y	G	P	GR	9		Y	G	P	GR	12		Y	G	P	GR			
13		Y	G	P	GR	16		Y	G	P	GR	19		Y	G	P	GR			
20		Y	G	P	GR	23		Y	G	P	GR	26		Y	G	P	GR			
27		Y	G	P	GR	30		Y	G	P	GR	31		Y	G	P	GR			

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1		Y	G	C		GR	4		Y	G	C		GR	7		Y	G	C		GR
8		H		Y	G	GR	11		Y	G	P	GR	14		Y	G	P	GR		
15		Y	G	P	GR	18		Y	G	P	GR	21		Y	G	P	GR			
22		Y	G	P	GR	25		Y	G	P	GR	28		Y	G	P	GR			
29		Y	G	P	GR															

JANUARY 2024						
S	M	T	W	T	F	S
1		H		G	P	GR
7			G	C		GR
14			G	C		GR
21			G	C		GR
28			G			

COLOR SCHEDULE

G	TUESDAY GARBAGE PICK-UP	P	NEWSPAPER & CARBOARD COMMINGLED
G/R	FRIDAY GARBAGE & RUBBISH PICK-UP	Y	YARD WASTE NO PICK-UP JANUARY-FEBRUARY-MARCH
C	BOTTLES-CANS-PLASTIC COMMINGLED	H	HOLIDAY NO COLLECTION ALT. SIDE PARKING SUSPENDED

THERE WILL BE NO PICK UP ON THE HOLIDAYS

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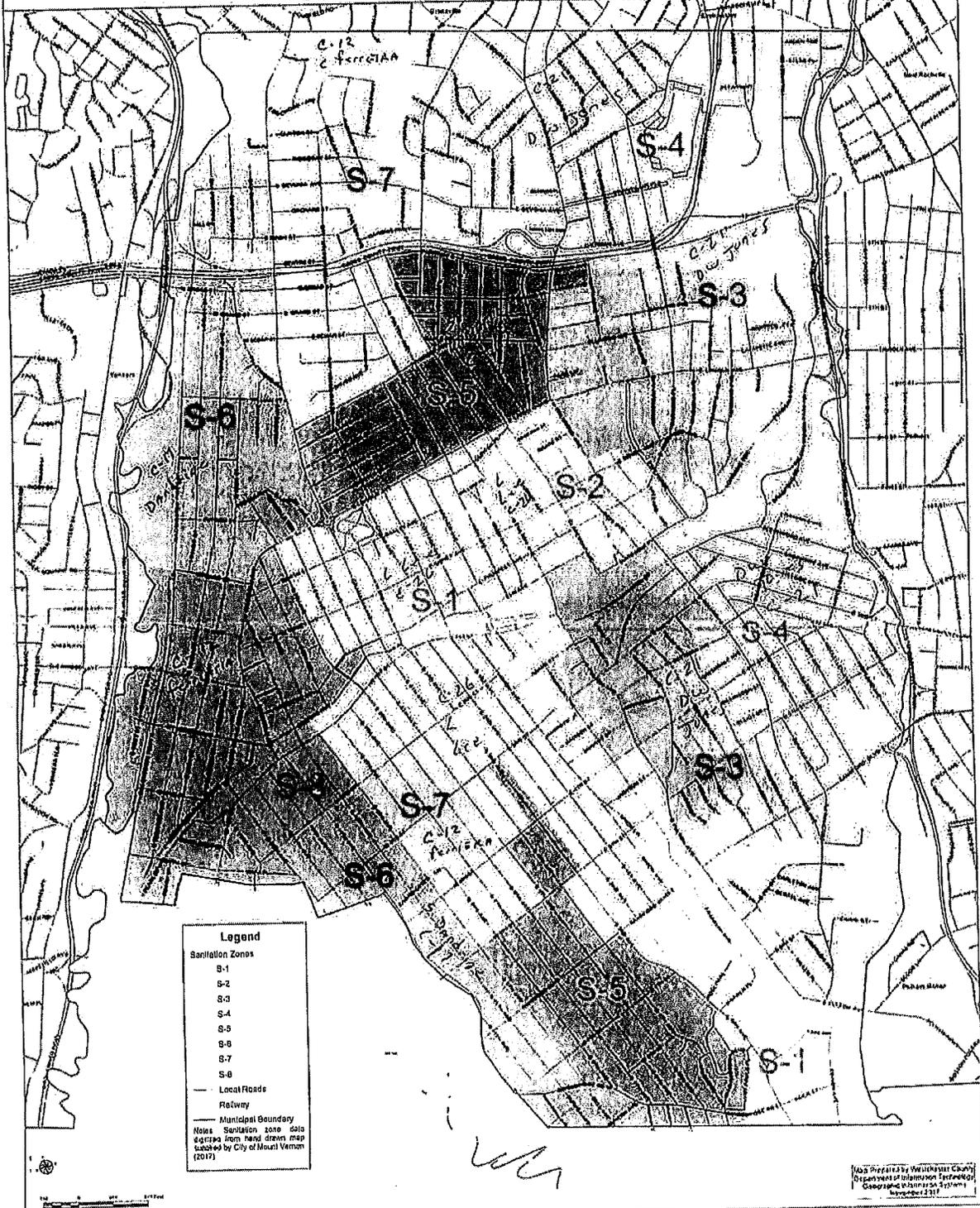
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MOUNT VERNON, NEW YORK



Legend
 Sanitation Zones
 S-1
 S-2
 S-3
 S-4
 S-5
 S-6
 S-7
 S-8
 Local Roads
 Railway
 Municipal Boundary
 Notes: Sanitation zone data
 extracted from hand drawn map
 compiled by City of Mount Vernon
 (2017)

Map Prepared by Westchester County
 Department of Information Technology
 Geographic Information System
 November 23, 2017

Sanitation Routes - North & South

C.26- S-1 | S-2 (L. Lee) C.17 S-5 | S-6 (S. Dandridge)

C.21 S-3 | S-4 (D. Jones) C.12 S-7 | S-8 (C. Ferreira)



CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall
One Roosevelt Square – Room 108
Mount Vernon, NY, 10550
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
ROBERT L. HACKETT
Deputy Commissioner

Sanitation Routes and Stops Per Route

S1

North = 404

South = 846

S2

North / South = 890

S3

North = 884

South = 969

S4

North = 751

South = 932

S5

North = 723

South = 887

S6

North = 716

South = 812

S7

North = 721

South = 364

S8

North / South = 1,264

Material Usage

From Material: 101 Municipal Solid Waste -	From: 01/01/2022	Print Date: 7/20/2023
To Material: 101 Municipal Solid Waste -	To: 12/31/2022	Print Time: 11:33 AM

Truck ID	Ticket		Material--(tn)		Revenue			
	Date	Number	Unit	Net	Mat'l	Tax	Other	Total
M68097	AK-2137	12/29/22	30159423	8.920 tn	\$293.56		\$0.00	\$293.56
BE9777	BE9777-NY	12/29/22	30159424	9.170 tn	\$301.78		\$0.00	\$301.78
BE8769	BE8769 NY	12/29/22	30159427	9.120 tn	\$300.14		\$0.00	\$300.14
BE9739	BE9739-NY	12/29/22	30159434	8.830 tn	\$290.60		\$0.00	\$290.60
BE8763	BE8763 NY	12/29/22	30159437	9.640 tn	\$317.25		\$0.00	\$317.25
AL1900	AL1900-NY	12/29/22	30159439	0.810 tn	\$26.66		\$0.00	\$26.66
BE9739	BE9739-NY	12/29/22	30159445	1.680 tn	\$55.29		\$0.00	\$55.29
M68097	AK-2137	12/29/22	30159451	3.490 tn	\$114.86		\$0.00	\$114.86
BE9741	BE9741-NY	12/29/22	30159454	3.530 tn	\$116.17		\$0.00	\$116.17
BE9776	BE9776-NY	12/29/22	30159458	3.420 tn	\$112.55		\$0.00	\$112.55
BE8769	BE8769 NY	12/29/22	30159469	2.910 tn	\$95.77		\$0.00	\$95.77
BE8763	BE8763 NY	12/29/22	30159464	3.030 tn	\$99.72		\$0.00	\$99.72
BE9772	BE9772-NY	12/29/22	30159468	9.160 tn	\$301.46		\$0.00	\$301.46
AL1820	AL1820-NY	12/30/22	30159505	9.540 tn	\$313.96		\$0.00	\$313.96
BE8769	BE8769 NY	12/30/22	30159511	8.490 tn	\$279.41		\$0.00	\$279.41
BE8763	BE8763 NY	12/30/22	30159520	7.840 tn	\$258.01		\$0.00	\$258.01
BE9741	BE9741-NY	12/30/22	30159521	9.240 tn	\$304.09		\$0.00	\$304.09
BE9776	BE9776-NY	12/30/22	30159524	8.910 tn	\$293.23		\$0.00	\$293.23
BE9777	BE9777-NY	12/30/22	30159525	9.050 tn	\$297.84		\$0.00	\$297.84
BE9772	BE9772-NY	12/30/22	30159527	11.260 tn	\$370.57		\$0.00	\$370.57
AL1900	AL1900-NY	12/30/22	30159528	6.250 tn	\$205.69		\$0.00	\$205.69
BE9739	BE9739-NY	12/30/22	30159530	6.600 tn	\$217.21		\$0.00	\$217.21
BE9776	BE9776-NY	12/30/22	30159543	3.460 tn	\$113.87		\$0.00	\$113.87
MT. VERNON CITY Totals				30,471.920 tn	\$955,327.42		\$0.00	\$955,327.42
Tickets: 4,243								
Municipal Solid Waste - (Garbage) Totals				30,471.920 tn	\$955,327.42		\$0.00	\$955,327.42
Tickets: 4,243								
Incoming Totals				30,471.920 tn	\$955,327.42		\$0.00	\$955,327.42
Tickets: 4,243								

Comparisons of Mt. Vernon and New Rochelle

	Mt Vernon	New Rochelle
Population*	71,714 (2022)	82,288 (2022)
2024 Adopted Refuse Collection and Disposal Budget	\$5,266,205 (\$925,000 dumping costs)	\$8,331,515 (\$1,300,000 dumping costs)
Residential Refuse Fee 2024	1 - Family \$200.00 2 - Family \$400.00 3 - Family \$600.00	\$276.00 \$552.00 \$828.00
No. of Refuse Collection Employees (2024)	52	53
Disposed Waste (2022) **	30,472 tpy	28,741 tpy
Recycled Waste (2022)	14,908 tpy (32.9%)	42,299***
Total Waste	45,380 tpy total solid waste generated (recycled and disposed)	
Lbs. per person per day	2.33 lbs./p/d - disposed waste	1.91 lbs./p/d - disposed waste
	1.14 lbs./p/d - recycled waste****	
	0.26 lbs./p/d - commingled containers and mixed paper	

*US Census

**Westchester County Annual Report

***Includes Estimated Organics Recycled

****Includes 3407 Tons of Commingled Containers and Mixed Paper



APPENDIX D

**WESTCHESTER COUNTY 2022 ANNUAL REPORT DIVISION FOR SOLID WASTE
MANAGEMENT RECYCLING OFFICE**

Table of Contents

2022 ANNUAL REPORT

WESTCHESTER COUNTY DEPARTMENT OF ENVIRONMENTAL FACILITIES DIVISION OF SOLID WASTE MANAGEMENT and RECYCLING OFFICE

Executive Summary

DEF/Recycling & Solid Waste Facilities

1. Material Recovery Facility (MRF)
2. Charles Point Waste-to-Energy Facility
3. County Transfer Stations
4. Household-Material Recovery Facility (H-MRF)

Recycling Programs

5. Recycling Education
6. Medication Take-Back Program
7. Mobile Shredder Program
8. Boat Wrap Recycling Program
9. Westchester County's Recycling HelpLine
10. Electronic Waste Recycling Program
11. Organic Yard Waste Transfer Station IMA Program
12. Recycling Enforcement
13. Household Recycling Days

Growing Initiatives

14. Residential Food Scrap Transportation and Disposal Program (RFSTAD)
15. CompostED Facility
16. Expanded Textile Recycling Program

Refuse Disposal District #1

17. Refuse Disposal District Advisory Board

Attachments

18. 2022 Westchester County Recycling Rate
19. 2022 Municipally Collected Waste & Recyclables

DEF/Recycling & Solid Waste Facilities

1. Material Recovery Facility (MRF):

The MRF, located in Yonkers, serves as the primary recycling facility for the municipalities in the RDD. The items delivered and processed at the MRF and then sold to recyclers include: aluminum (cans and foil), ferrous metals, food and beverage cartons (gable top and shelf-stable aseptic), plastics (coded 1–7), plastic boat wrap, newspaper, corrugated cardboard, and assorted paper, including office paper and paper collected by the County’s two Mobile Shredders. In 2022, the MRF processed 66,953 tons of recyclables.

2. Charles Point Waste-to-Energy Facility:

Operated by Wheelabrator Technologies, the Charles Point Waste-to-Energy Facility, located in the City of Peekskill, processes up to 2,250 tons of household and commercial waste per day. Refuse collected from Westchester municipalities and commercial customers is delivered to this fully enclosed facility, where it is transferred to utility-type boilers that recover thermal energy in the form of high-pressure steam. The steam-powered turbines generate 63 MW of electricity an hour—enough to power over 30,000 homes. Additional steam not required for electricity generation is marketed to a nearby commercial customer, White Plains Linen, for use as a clean, reliable, and renewable energy source.

In 2022, the facility processed 655,824 tons of solid waste to generate electricity, while 8,822 tons of ferrous metal were extracted from the ash residue and properly recycled.

In 2022, 359,053 tons of waste generated by RDD municipalities were delivered to the facility and 2,002 tons were delivered by Non-RDD municipalities.

3. County Transfer Stations:

Three County Transfer Stations located in White Plains, Mount Vernon, and Yonkers offer RDD municipalities reduced costs for delivering the solid waste they collect by significantly reducing their travel time. The County provides transport of the waste from the transfer stations to the Charles Point Facility in Peekskill. In 2022, RDD municipalities in the northern part of the County delivered 74,379 tons of solid waste directly to Charles Point, while District municipalities in the southern part of the County delivered 277,960 tons of solid waste to these three transfer stations.

4. Household-Material Recovery Facility (H-MRF):

The H-MRF, located on the County’s Grasslands Campus in Valhalla, opened in April 2012 to provide a geographically centralized location for residents to dispose of hard-to-get-rid-of household wastes, including hazardous chemicals, cleaning products, tires, rechargeable batteries, Freon-containing appliances, electronic waste, propane tanks, expired or unwanted medications and textiles. The H-MRF also offers confidential document shredding services. RDD residents are able to use the facility at no cost, while Westchester County residents that do not reside within the RDD are required to pay a small fee based on the type and amount of materials they deliver.

RECYCLING PROGRAMS

5. Recycling Education:

Typically, the MRF Education and Conference Center allows visitors to observe the operation of a municipal solid waste and recyclables transfer station. Due to the ongoing pandemic tours were suspended for most of 2022, but resumed in October. In total, 12 tours were given in 2022. MRF tours are free of charge and provide participants an opportunity to learn about the management of solid waste and recyclables in Westchester. Tours allow participants to see the equipment that separates, sorts, and prepares materials for sale to third party recyclers. From an observation tower, visitors can see the tipping floor, where truckloads of recyclables are delivered. Tours are offered to students and persons of all age groups (kindergarten and above) and typically lasted an hour.

Continued recycling education occurs daily as DEF staff regularly answer questions from the public via email and social media. These interactions provide an opportunity to share educational resources with County residents. Staff attending the six Household Recycling Days in 2022 also passed out educational recycling flyers, including the Recycle Right pamphlets and information about the H-MRF in Valhalla.

6. Medication Take-Back Program:

Residents are able to drop off unwanted or expired medications at the H-MRF on the first Tuesday of every month. Following the close of business, Westchester County Department of Public Safety personnel supervise transportation of the collected medications to the Waste-to-Energy Facility in Peekskill for destruction.

A total of 169 households delivered 1,130 lbs. of medications directly to the H-MRF. In addition, 38 Westchester County Police Departments participated in the Medication Take-Back Program by hosting MedReturn Units at their stations. These MedReturn Units allow residents to drop off unwanted medications confidentially and conveniently, 24/7. The Police Departments deliver the collected medications to the H-MRF. In 2022, 5,583 lbs. of medications were collected by Police Departments and brought to the H-MRF on the first Tuesday of each month. In total, Westchester County collected 6,713 lbs. of medications at the H-MRF. An additional 3,660 lbs. of medications were collected across six HRD events and contributed to a total of 9,243 lbs. of medication waste disposed of in 2022.

7. Mobile Shredder Program:

In 2022, DEF continued to operate two Mobile Shredders, conducting shredding events at various locations throughout the County. Residents are permitted to bring up to four file-size boxes of personal papers to these events to be shredded and recycled. In 2022, over 11,588 households utilized the Mobile Shredder and over 203 tons of paper were shredded and sold to recyclers. The Mobile Shredders were also available to residents that attended one of the County's six different Household Recycling Day (HRD) events in 2022. Across the six events, 1,275 residents delivered over 23 tons of paper for shredding.

8. Boat Wrap Recycling Program:

12. Recycling Enforcement:

In 2022, DEF inspectors continued to inspect loads tipped at both private and municipal transfer stations located within Westchester, looking for improperly mixed loads of garbage and recyclables in violation of the Source Separation Law (SSL). They also continued to inspect businesses, schools, multi-tenant facilities, and other institutions throughout the County to ensure compliance with the SSL.

In 2022, DEF issued 54 Notices of Hearing to haulers and waste generators for recycling violations. Of the violations issued, 21 were issued to municipal haulers, 10 were issued to private haulers, and 23 were issued to waste generators.

13. Household Recycling Days:

In 2022, Westchester County held six Household Recycling Days (HRDs) which were tremendously popular. Events were held at Franklin D. Roosevelt State Park in Yorktown Heights, Sprain Ridge Park in Yonkers, Mount Vernon, Charles Point Resource Recovery Facility in Peekskill and at Rye Playland, attracted over 3,887 households who delivered over 193.7 tons of hazardous waste, paint, medications, electronic waste and other difficult to dispose of items for proper recycling/disposal.

Growing Initiatives

14. Residential Food Scrap Transportation and Disposal Program (RFSTAD):

In Fall 2020, the County established RFSTAD to assist municipalities seeking to start or maintain food scrap programs. The District saw the need to establish a program that would ease the financial burden for local municipalities to connect with local food scrap programs, and recognized that the transportation to and disposal of food scraps constituted the largest barrier to these programs in many communities.

Under RFSTAD, District municipalities pay a subsidized rate for the transportation and disposal of food scraps collected by the municipality either through drop-off or curbside collections. This subsidized rate makes the processing of food scraps cost neutral or provides a cost savings when compared with municipal costs to process municipal solid waste. RFSTAD also allows for the bulking of food scraps with a goal of reducing greenhouse gasses created during the transportation of the food scraps to an organics recycler.

2021 marked the first full year of the program with 19 municipalities contributing 812 tons of food scraps. Last year, 22 participating municipalities recycled 1,034 tons of food scraps.

15. CompostED

DEF broke ground on the CompostED facility in December 2020 and it officially opened on Earth Day 2021. The facility is located across from the H-MRF on the Grasslands Campus in Valhalla, and is the County's first small-scale food scrap composting demonstration and education site. The site has the capacity to process up to two tons of food scraps a week while also serving as a valuable educational resource for County residents, students, and municipal officials. Educational tours are

REFUSE DISPOSAL DISTRICT #1

16. Refuse Disposal District Advisory Board:

County law requires the Board to be composed of 14 volunteers and 2 ex officio members to advise the RDD on solid waste issues and policy. Six members are designated to represent the County's cities; five members are designated to represent the towns; and four to represent the villages.

The 2022 board members were:

1. Benedict Salanitro—Town of Rye - Chair
2. Thomas Meier—City of Yonkers
3. George Mottarella—City of Rye
4. Jeffrey Coleman—Village of Scarsdale
5. Peter Liguori—Town of Greenburgh
6. Peter Sciliano—Town of Mt. Pleasant
7. Stephen Altieri—Town of Mamaroneck
8. Rocco Circosta—Village of Ossining
9. Michael Gunther—Village of Hastings-on-Hudson
10. Rick Hope— City of White Plains

Attachment 2: 2022 Municipally Collected Waste & Recyclables

Municipality	Recycled Waste	Disposed Waste	Total Solid Waste Generated (Recycled + Disposed)	Percent Recycled (Total)
ARDSLEY	3,316	2,148	5,464	61%
BEDFORD	27,489	11,657	39,146	70%
BRIARCLIFF	2,881	2,828	5,709	50%
BRONXVILLE	5,005	2,104	7,109	70%
BUCHANAN	605	1,255	1,860	33%
CORTLANDT	8,158	14,125	22,283	37%
CROTON-ON-HUDSON	2,886	3,444	6,331	46%
DOBBS FERRY	2,941	4,582	7,523	39%
EASTCHESTER	10,875	8,212	19,087	57%
ELMSFORD	1,068	1,671	2,739	39%
GREENBURGH	25,835	16,085	41,920	62%
HARRISON	10,003	8,529	18,532	54%
HASTINGS-ON-HUDSON	1,775	3,313	5,088	35%
IRVINGTON	3,025	2,826	5,851	52%
LARCHMNT/M'MARNCK	8,189	7,941	16,130	51%
LEWISBORO	1,591	2,685	4,276	37%
MAMARONECK- VILLAGE	5,028	8,363	13,390	38%
MT. KISCO	33,249	4,026	37,274	89%
MT. PLEASANT	11,889	9,067	20,956	57%
MT. VERNON	14,908	30,472	45,380	33%
NEW CASTLE	4,669	6,129	10,798	43%
NEW ROCHELLE *	42,299	28,741	71,040	60%
NORTH CASTLE	13,599	4,975	18,574	73%
NORTH SALEM	1,481	1,788	3,268	45%
OSSINING - TOWN	1,406	1,965	3,370	42%
OSSINING - VILLAGE	4,459	9,314	13,773	32%
PEEKSKILL	3,050	8,457	11,507	27%
PELHAM	3,839	2,818	6,658	58%
PELHAM MANOR	6,360	2,145	8,505	75%
PLEASANTVILLE	4,450	2,209	6,658	67%
PORT CHESTER	10,044	12,767	22,811	44%
POUND RIDGE	1,526	2,055	3,582	43%
RYE BROOK	3,847	3,288	7,135	54%
RYE CITY	11,429	5,428	16,856	68%
SCARSDALE	11,362	7,080	18,442	62%
SLEEPY HOLLOW	2,033	4,277	6,311	32%
SOMERS	2,736	6,700	9,436	29%
TARRYTOWN	3,597	3,758	7,355	49%
TUCKAHOE	6,340	2,574	8,914	71%
WESTCHESTER CO. PROGRAMS	10,781	51	10,832	
WHITE PLAINS	22,219	27,445	49,663	45%
YONKERS	27,983	85,668	113,651	25%
YORKTOWN	18,950	13,412	32,362	59%
TOTALS	399,174	388,379	778,731	51%

Westchester County Municipal Report Card - 2022

Municipality	Municipal Recycling Programs										Totals		
	Curbside Commingle Containers and Mixed Paper (tons)	Organic Waste (tons)	Bulk Metal (tons)	E-Waste (tons)	Deposit Containers (tons)	C&D & Sludge (tons)	MISC. (tons)	Recycled Waste (tons)	Disposed Waste (tons)	Total Solid Waste Generated + Disposed)	Percent Recycled (Total)		
MT. VERNON - 2022	3,407	2,187	13	15	915	8,370		14,908	30,472	45,380	33%		
MT. VERNON - 2021	3,726	2,425		19	915	6,196		13,280	33,170	46,450	29%		
MT. VERNON - 2020	3,820	3,862	446	26	1,182		2	9,338	32,461	41,799	22%		

Remember to follow us at <https://www.facebook.com/WestchesterCountyDEF>
for updates and additional recycling information!



APPENDIX E

**MOUNT VERNON – COMPARISON OF MSW DISPOSAL RATES
AND RECYCLING RATES**



APPENDIX F

ADDITIONAL INFORMATION ON REFUSE SUSTAINABILITY FEE

Single Room Occupancies (SRO's/Rooms for rent) by private homeowners are prohibited in the City.

Commercial Properties who Choose to Opt out?

Any commercial properties whom choose to opt out of the refuse collection fees must submit a Refuse Sustainability Fee – Commercial Property – Opt Out Form to the DPW Commissioners Office via mail or e-mail - DPWConcerns@cmvny.com.

Additional Information

Residents may contact the City Assessors Office at: (914) 665-2325 for any disputes with classification of real property status or qualification for exemptions (ex: Enhanced Star, Disability, Low Income Senior)

All payments are to be submitted to the City of Mount Vernon Comptroller's Office in person or via web at:

Pay Property Tax | Mount Vernon, NY

Only questions regarding payment or balance of taxes and fees, should be directed to the City Comptroller at (914) 665-2442

For More Information:

City Council Ordinance

Phone Contact # (914) 665-2300

E-Mail – DPWConcerns@cmvny.com

When will it begin?

The billing has already begun with the adoption of the City's 2022 Adopted Annual Budget and is included in the City's 1st half Property Tax Bills. The bill can be paid in two installments along with the property tax schedule. For most residents the fee is equivalent to \$17 per month.

Rates for Property Owners (Co-Ops fall into this category)

- Residential Refuse Fee (per unit) - \$200.00
- Low Income Senior Residential Fee (per unit) - \$50.00 (Owners Only)
- Persons w/ Disability Fee - \$50.00
- Non-Residential Refuse Fee - \$2,000.00 (Commercial / Business)
- Non-Profit Refuse Fee - \$650.00
- Non-Profit Dormitory (Family) Refuse Fee - \$100.00 (Shelters)
- Non-Profit Dormitory (SRO) Refuse Fee - \$50.00 (YMCA or Salvation Army Housing)
- Vacant Lots / Land - \$0.00

Rates for Landlords / Renters

All rented apartments are subject to the \$200 per unit fee, regardless of age/disability/income of the lessee. Landlords may be passing this fee on to the tenants in the form of a rent increase or one-time flat fee. This is between the tenant and the landlord/property owner.

Single Room Occupancies (SRO's/Rooms for rent) by private homeowners are prohibited in the City.

Commercial Properties who Choose to Opt out?

Any commercial properties whom choose to opt out of the refuse collection fees must submit a formal letter to the DPW Commissioners Office via mail or e-mail: (DPWConcerns@cmvny.com) and complete the annual **Refuse Sustainability Fee – Commercial Property – Opt Out Form.**

Additional Information

Residents may contact the City Assessors Office at: **(914) 665 – 2325** for any disputes with classification of real property status or qualification for exemptions (ex: Enhanced Star, Disability, Low Income Senior)

All payments are to be submitted to the City of Mount Vernon Comptroller's Office in person or via web at:
[Pay Property Tax | Mount Vernon, NY \(cmvny.com\)](https://www.cmny.com/pay-property-tax)

Only questions regarding payment or balance of taxes and fees, should be directed to the City Comptroller at **(914) 665 – 2442**

For More Information

City Council Ordinance - [02232022-1406 \(cmvny.com\)](#)

Phone Contact # (914) 665 – 2300

E-Mail – DPWConcerns@cmvny.com

MOUNT VERNON REFUSE SUSTAINABILITY FEE IMPACT ANALYSIS

Assumptions: Median Full Value of 1, 2 and 3 Family Homes in Mount Vernon. See Attachment No. 1.

- 1 - Family Median Full Value = \$546,511.63
- 2 - Family Median Full Value = \$554,868.47
- 3 - Family Median Full Value = \$604,651.16

Assumption: Conversion Factor from Full Value to Assessed Value is 49.75

Therefore, Assessed Values for Median 1, 2 and 3 Family Homes in Mount Vernon are as Follows:

- 1 - Family Median Assessed Value = \$10,985
- 2 - Family Median Assessed Value = \$11,153
- 3 - Family Median Assessed Value = \$12,154

Based on the above assessed values compare annual city tax bills for 2021(without refuse fee) to 2022 through 2024(with refuse fees) to annual city tax bills without refuse fees.

Assume annual budgets for 2021, 2022, 2023 and 2024 are as adopted.

Budgeted Refuse Fees for 2022 were \$6,700,000, for 2023 were \$6,000,000 and for 2024 were \$6,200,000.

Tax rates for 2021 were \$426.67/\$1000 AV, for 2022 were \$440.64/\$1000 AV plus Refuse Fee of \$200/unit, for 2023 were \$465.39/\$1000 AV plus Refuse Fee of \$200/unit and for 2024 were \$501.26/\$1000 AV plus Refuse Fee of \$200/unit.

Attachment No. 2 is a Mount Vernon Public Works Budget Comparison for 2020 – 2024.

Attachment No. 3 is a comparison of City Taxes for the Median Assessed Value 1, 2 and 3 Family Homes with and without the Refuse Sustainability Fees for the Years 2021(No Refuse Sustainability Fee) – 2024 assuming the Public Works Department Budgets would be as per the adopted budgets for each of those years.



CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall
One Roosevelt Square – Room 108
Mount Vernon, NY, 10550
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
ROBERT L. HACKETT
Deputy Commissioner

February 8, 2023

Median Value of 1, 2 and 3 Family Homes in
Mount Vernon Ny 10550

1 Family Median Value = \$546,511.63

2 Family Median Value = \$554,868.47

3 Family Median Value = \$604,651.16

Mount Vernon D.P.W. Budget Comparisons 2020 – 2024

2022 Adopted Budget 02/28/22						
2023 Adopted Budget 12/30/22						
2024 Adopted Budget 12/18/23						
Appropriations Account Number	2024	2023	2022	2021	2020	
A1440	\$337,994	\$278,338	\$401,938	\$243,404	\$231,329	
A1490	\$1,276,465	\$991,217	\$1,293,226	\$1,014,892	\$780,305	
A1620	\$1,664,585	\$1,412,272	\$1,320,484	\$1,034,518	\$1,036,597	
A1640	\$2,728,360	\$2,546,794	\$2,529,908	\$2,398,874	\$2,525,961	
A5110	\$4,217,247	\$3,880,108	\$2,640,702	\$2,263,695	\$1,274,837	
A5120	\$25,000	\$25,000	\$110,000	\$10,000	\$10,000	
A5142	\$325,000	\$400,000	\$400,000	\$400,000	\$350,000	
A5182	\$820,630	\$807,814	\$813,882	\$117,123	\$117,123	
A5410	\$45,000	\$45,000	\$45,000	\$45,000	\$50,000	
A7111	\$1,948,066	\$1,697,808	\$1,457,719	\$1,216,820	\$1,304,189	
A8120	\$1,472,192	\$1,401,155	\$1,837,174	\$1,909,744	\$1,320,386	
A8160	\$5,266,205	\$4,764,021	\$4,634,859	\$3,186,286	\$3,370,725	
A8170	\$1,282,465	\$1,119,006	\$882,561	\$2,653,505	\$2,361,877	
A8560	\$15,000	\$15,000	\$15,000	\$15,000	\$20,000	
TOTAL	\$21,424,209	\$19,383,533	\$18,382,453	\$16,508,861	\$14,753,329	
REVENUE: REFUSE AND GARBAGE CHARGES, A2130	\$6,200,000	\$6,000,000	\$6,700,000	\$0	\$0	



ATTACHMENT 3

**COMPARISONS OF REFUSE SUSTAINABILITY FEE METHODOLOGY TO CITY
TAX METHODOLOGY FOR FUNDING THE SANITATION SERVICES PROVIDED
BY THE D.P.W.**



APPENDIX H
SUMMARY OF GARBAGE AND RECYCLABLES COLLECTION COSTS
ROCKLAND COUNTY



Annual Residential 1, 2 And 3 Family Garbage and Recyclables Collection Costs
Rockland County (5 Towns and 19 Village)

	Monthly	Annual
Clarkstown:	\$40.28/mo.	\$483.36 includes bulk
Haverstraw:	\$24.61/mo. – 1 family	\$295.32/yr. – No bulk
	\$30.50/mo. – 2 family	\$366.00/yr. – No bulk
	\$26.50/mo. – 3 family	\$438.00/yr. – No bulk
Orangetown	\$42.22/mo.	\$506.64/yr. – Including bulk
Ramapo	\$43.33/mo.	\$519.96/yr.
Stony Point	\$40.50/mo.	\$486.00/yr.
Airmont	\$51.47/mo.	\$617.64/yr.
Chestnut Ridge	\$31.64/mo.	\$379.68/yr.
Grandview	\$44.71/mo.	\$536.52/yr.
Haverstraw	\$44.57/mo.	\$534.84/yr.
Hillburn		
Kaser		
Montebello	\$42.50/mo.	\$510.00/yr.
New Hempstead	\$50.00/mo.	\$600.00/yr.
New Square		
Nyack		
Piermont		
Pomona		
Sloatsburg	\$38.00/mo.	\$456.00/yr.
South Nyack		
Spring Valley	\$52.50/mo.	\$630.00/yr.
Suffern		
Upper Nyack	\$39.50/mo.	\$474.02/yr.
Wesley Hills	\$50.17/mo.	\$602.04/yr.
West Haverstraw		

*See attached spreadsheet with additional details.

VILLAGES	Number for Garbage	Hauler for Recycling	Curbside/Backdoor	Leaf Collection	Price per Unit per Month
AIRMONT	Carlo Minuto	Carlo Minuto	Back Door	Carlo Minuto	\$51.47
CHESTNUT RIDGE	IMS	IMS	Back Door	IMS	\$51.64 - Village Reimburse dumping costs
GRANDVIEW	Menchetti	Capasso	Back Door	Menchetti	Garbage \$37.86 - Recycling \$7.85 = \$45.71 per unit
HAVESTRAW	Hisp	Hisp	Curbside	DPW	\$68.09 for two family 2x pickup - \$88.28 for 2 family 2x pickup - \$111.42 for mixed use 2x pickup - \$55.21 illegal family 2x pickup - \$80.46 two family 3x pickup - \$98.85 for 3 family 3x pickup - \$123.81 mixed use 3x pickup
MASS	DPW	DPW	Curbside	DPW	N/A
MONTIBELLO	Carlo Minuto	Carlo Minuto	Curbside	Carlo Minuto	\$42.50
NEW HEMPSTEAD	Carlo Minuto	Carlo Minuto	Back Door	Carlo Minuto	\$50.00 for illegal family - \$100.00 for two family and \$550.00 for Multi Family (3 or more)
NEW SQUARE	DPW	DPW	Curbside	DPW	N/A
PERMONT	DPW	Capasso	Curbside	DPW	Recycling \$7.85 per unit
POMONA	IMS	IMS	Curbside	IMS	Recycling \$7.85 per unit
SOUTHBRIDGE	Carlo Minuto	Carlo Minuto	Curbside	Carlo Minuto	\$38.00 for illegal family - \$76.00 for two family - \$114.00 for 3 family - \$152.00 for 4 family
SPRINGS VALLEY	Carlo Minuto	Carlo Minuto	Curbside	DPW	\$7.00 for recycling
SUFFERN	DPW	DPW	Curbside	DPW	\$52.50
UPPER NYACK	Carlo Minuto	Capasso	Curbside	DPW	N/A
WESLEY HILLS	Marang	Marang	Back Door	Marang	Garbage \$12.00 - Recycling \$7.87 = \$19.87
WEST HAVESTRAW	DPW	DPW	Curbside	DPW	\$50.37 for illegal family - \$100.50 for two family - \$52.67 for Mixed Use Unit
TOWNS					N/A
CLARKSTOWN	Hisp, Nubano, DeLuca, Minuto, Hisp	Capasso	Curbside	Highway/DPW	\$28.16 for Trash - \$4.47 for Bulk - \$2.67 for recycling - Total \$40.28
HAVESTRAW	String	Capasso	Curbside	Highway/DPW	\$5.58 Recycling - Garbage \$13.11 for 1 family - \$24.00 for 2 family - \$31.00 for 3 family (Bulk not included as its done by DPW)
ORANGETOWN	Private - DeLuca, Marang, Hisp	Capasso	Back Door	Highway/DPW	Garbage \$35.22 (Tax Included) - Recycling \$7.00 = \$42.22 (including Bulk)
RAMAPO	IMS	IMS	Curbside	IMS	\$43.83
STONY POINT	Private - Carlo Minuto & Virginia Corring	Capasso	Curbside	Highway/DPW	Garbage \$32.85 - Recycling \$7.85 = \$40.70 (plus Tax)



SOURCES OF THE REFUSE SUSTAINABILITY FEE (RSF)

One Family House (21 O): 4299 houses@ \$200/unit = \$859,800

Two Family House (220): 2795 houses(two units each)@ \$200/unit = \$1,118,000

Three Family House (230): 1131 houses(three units each)@ \$200/unit = \$678,600

Total units from one, two and three family houses = 13,282 units @ \$200/unit = \$2,656,400

US Census Report indicates there were 26,260 households in Mount Vernon in 201 O with an average household size of 2.53 people. Deducting the 13,282 units from one, two and three family houses noted above leaves 12,978 other household units@ \$200/unit = \$2,595,600

Based on the above the total RSF from households = \$5,252,000

In 2022 the total RSF collected= \$5,474,667 from Financial Report for period ending 12/31 /22

In 2023 the total RSF = \$6,211,065 from Financial Report for period ending 12/31 /23

Balance of RSF would come from commercial and institutional properties

It should be noted that another section of US Census Report indicated there were 28,778 households in 2022 although some of the units may have been vacant. 28,778 households @ \$200/unit = \$5,755,600.



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 -1737

Agenda Date: 11/12/2025

Agenda #: 4.



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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

November 3rd, 2025

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

Re: Authorization to Establish a ‘Red’ Tag Bulk Item Disposal Program

Dear Board Members,

The Department of Public Works (“DPW”) respectfully requests that the above-referenced item be placed on the agenda for consideration at the next scheduled City Council meeting.

Project Background

Oversized household items such as furniture, mattresses, and appliances create operational and cost challenges for the City. These materials cannot be compacted in standard refuse trucks, require additional labor and equipment to collect, and generate higher tipping fees at disposal facilities.

Currently, the cost of collecting and disposing of bulky waste is absorbed within the general tax base, creating an inequitable system where all residents subsidize disposal costs for a small portion of users.

The proposed Red Tag Bulk Item Disposal Program introduces a fair, user-pays model similar to programs in peer municipalities across New York and the region. Under this program, residents will be required to purchase and affix a red disposal tag to any oversized item placed at the curb. The program ensures cost recovery, encourages responsible disposal, and supports a cleaner, more efficient sanitation operation.

Program Structure

The Red Tag Program will utilize a simple, tiered pricing structure to reflect the true handling cost of bulky items:

- **\$12 Tag** – For general household bulky items such as chairs, tables, rolled carpets, bicycles, large furniture, sofas, dressers, and mattresses.
- **\$25 Tag** – For appliances and specialty items such as air conditioning units, snow blowers, and grills (no propane).

Tags will be available for purchase at the Department of Public Works Office. Online purchasing options may also be introduced to enhance accessibility.

This structure is modeled after similar successful programs in nearby localities including Schenectady (NY), Springfield (MA), and Lancaster (PA), which have demonstrated measurable reductions in illegal dumping and improved sanitation efficiency.

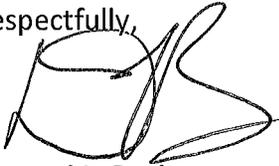
Requested Action

The Department of Public Works respectfully requests that the City Council:

- **Authorize** the establishment of the Red Tag Oversized Item Disposal Program as an official municipal policy for oversized waste disposal.
- **Approve** the proposed fee schedule as outlined above and in the attached program document.
- **Authorize** the Department of Public Works to coordinate the public rollout, including outreach, notice, and tag distribution.
- **Direct** DPW to report back to Council after one year of implementation with data on program participation, revenues, and operational outcomes.

This action will enable the City to recover actual disposal costs, improve fairness in sanitation billing, and promote cleaner neighborhoods through responsible waste management practices.

Respectfully,



Damani L. Bush
Commissioner of Public Works
DB/db

Ordinance Update 140.1

§ _____. Bulk Waste (Oversized Items).

A. Definition.

For purposes of this section, “Bulk Waste” shall mean any item of rubbish, refuse, or discarded material that exceeds the capacity of a standard thirty-five (35) gallon receptacle or bundle, or that, by reason of its weight, size, or shape, cannot be safely and conveniently handled by one (1) sanitation worker. Bulk Waste shall include, but shall not be limited to:

1. Items weighing more than thirty (30) pounds;
2. Items exceeding four (4) feet in length, width, or height;
3. Items of irregular or non-containerizable dimension, including but not limited to sofas, mattresses, box springs, appliances (including Freon-containing units), rolled carpeting, large furniture, bicycles, and similar household goods.

B. Exclusions.

Bulk Waste shall not include trade waste, commercial meat waste, or construction and demolition debris, all of which shall be disposed of in accordance with separate regulations and fee schedules adopted by the City.

§ _____. Bulk Waste Collection Fee; Red Tag Requirement.

A. Tag Requirement.

No Bulk Waste shall be placed for municipal collection unless each item is affixed with a valid Bulk Waste Disposal Tag (“Red Tag”) issued by the City, or the resident has completed the required Bulk Waste Pick-Up Form.

B. Tag Purchase.

Bulk Waste Disposal Tags shall be available for purchase at City Hall or through the City’s authorized online portal.

C. Fees.

The fee for Bulk Waste Disposal Tags shall be as follows:

1. Standard Bulk Waste Item: \$_12__ per two (2) items;
2. Freon-Containing Appliance: \$_25__ per item;
3. Items designated by the Department of Public Works as requiring special handling: \$_25__ per item.

D. Adjustment of Fees.

The fees established herein may be amended by resolution of the City Council to reflect changes in disposal, processing, or administrative costs.

§ ____. Enforcement.

A. Prohibited Acts.

It shall be unlawful for any person to place Bulk Waste at curbside for municipal collection without:

1. Affixing a valid Bulk Waste Disposal Tag to each Bulk Waste item; or
2. Completing and submitting the required Bulk Waste Pick-Up Form.

B. Non-Collection.

Bulk Waste items placed without a valid tag shall not be collected by the Department of Public Works.

C. Violations; Penalties.

Violation of this section shall be subject to penalties, summonses, or removal charges as provided elsewhere in this Code.



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 -1651

Agenda Date: 11/12/2025

Agenda #: 5.

City Council:

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 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. 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.



SHAWYN PATTERSON-HOWARD
MAYOR

BRIAN G. JOHNSON
CORPORATION COUNSEL

CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT OF LAW
CITY HALL

ONE ROOSEVELT SQUARE, MOUNT VERNON, NY 10550
(914) 665-2366 • FAX (914) 665-9142
WWW.CI.MOUNT-VERNON.NY.US

DEPUTY CORPORATION
COUNSEL
JOHAN S. POWELL

SECOND DEPUTY
CORPORATION COUNSEL
CHRISTINE LOMBERT

ASSISTANT CORPORATION
COUNSEL
MILDRED MCGUIRE

August 4, 2025

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

RE: Request for the adoption of a local law establishing an administrative search warrant procedure

Dear Honorable City Council Members,

This letter respectfully requests the City Council's consideration and adoption of a local law establishing a formal procedure for obtaining administrative search warrants within our municipality. This measure is essential to ensure that our city agencies can effectively perform their vital duties in enforcing local laws related to public health, safety, and welfare, all while upholding the constitutional rights of our citizens.

As you know, the Fourth Amendment to the United States Constitution protects against unreasonable searches and seizures, including those conducted for administrative purposes. The Supreme Court has affirmed that administrative inspections to enforce building or safety codes require either the owner's consent or a warrant if access is denied.

Our City personnel have always attempted to safeguard against potential constitutional issues. Our city agencies face increasing challenges when property owners or occupants refuse entry for necessary inspections to investigate possible violations of local codes related to health, safety, and building regulations. To complement the City's compliance efforts with constitutional law, we recommend that the City Council adopt the attached local law to establish a clear and established legal procedure for obtaining administrative search warrants. The City currently faces difficulties in enforcing such rules and is potentially exposed to legal challenges.

Establishing a local law outlining an administrative search warrant procedure offers several key benefits:

- **Legal Clarity:** Provides a clearly defined legal pathway for code enforcers to follow when faced with denied access to properties for inspections, ensuring due process is followed.
- **Protection of Rights:** Establishes a process that respects and safeguards the constitutional rights of property owners and occupants, as the warrant would be issued by a neutral magistrate based on probable cause.
- **Effective Enforcement:** Enables efficient and effective enforcement of essential health, safety, and building codes, promoting the well-being of the entire community.
- **Reduced Litigation Risk:** Minimizes the potential for legal disputes and costly litigation arising from warrantless inspections.

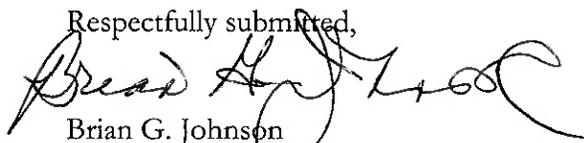
Similar procedures have been adopted by many municipalities in New York State and across the nation, demonstrating their necessity and effectiveness. The proposed local law would:

- Authorize city department heads or their designees, such as the Corporation Counsel, to apply for administrative search warrants when there is reasonable cause to believe a violation of a local law exists and access has been denied.
- Ensure that such applications are made to a court of competent jurisdiction and supported by an affidavit detailing the grounds for the request.
- Clarify that the warrant should be based on a showing of probable cause, which in this context means a reasonable public interest justifying the inspection and a relationship between the ordinance and the property to be searched.
- Stipulate that the warrant must particularly describe the place to be searched and the purpose of the inspection.

The Corporation Counsel's office is prepared to work closely with the city departments to reinforce the City's code enforcement training, ensuring that the City's code enforcement efforts align with the specific needs of the City while ensuring full compliance with constitutional and statutory requirements. This proactive measure will serve the best interests of the community by balancing the need for effective code enforcement with the protection of individual rights.

Thank you for your time and attention to this critical matter and your support for establishing an administrative search warrant procedure to be used in conjunction with the City's code enforcement program.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian G. Johnson", written over the typed name.

Brian G. Johnson
Corporation Counsel
City of Mount Vernon

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

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 or 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.

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.



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 -1742

Agenda Date: 11/25/2025

Agenda #: 6.

City Council:

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE
AND AWARD OF REQUEST FOR PROPOSALS (RFP) #004
FOR THIRD-PARTY CONSTRUCTION INSPECTION AND
CONSULTING SERVICES TO LABELLA ASSOCIATES
AND ETTINGER ENGINEERING 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 Ettinger Engineering 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, with Ettinger Engineering Associates also deemed a qualified and responsible vendor; 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 and Ettinger Engineering 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 Ettinger Engineering 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.

Section 2. Non-Exclusive Use. The awarded agreements 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 these agreements to ensure compliance with applicable City ordinances, state codes, and contract terms.

Section 4. Purpose. The purpose of these agreements 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.



Patrick G. Holder, R.A.
Commissioner

Hediye Mamak
1st Deputy Commissioner

Dawn Asbury
2nd Deputy Commissioner

SHAWYN PATTERSON-HOWARD
Mayor

CITY OF MOUNT VERNON, NY

DEPARTMENT OF BUILDINGS
City Hall – One Roosevelt Square, Mount Vernon, NY 10550

November 5, 2025

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

Re: RFP Acceptance Letter for RFP #004 – DOB Construction Inspection and Consulting Services

Honorable Council Members:

The Department of Buildings respectfully requests City Council approval of a resolution to award and authorize a contract for third-party professional construction inspection and consulting services for large-scale new construction projects within the City of Mount Vernon to **LaBella Associates**.

Background & Procurement

The Department of Buildings publicly advertised RFP #004 seeking a qualified firm to provide comprehensive construction inspection services, with an immediate priority on the ongoing development at 115 South MacQuesten Parkway—a 13-story, 470,000 sq. ft. mixed-use building comprised of 315 residential units, retail space, structured parking, and a community facility.

Two (2) firms submitted complete bid packages:

1. LaBella Associates
2. Ettinger Engineering Associates

Each bid package was evaluated for responsiveness (completeness, required forms, acknowledgements) and responsibility (experience, capacity, references, prevailing wage compliance, and insurance), as well as proposed pricing.

Findings

LaBella Associates has been determined to be a responsible and qualified vendor capable of performing the full range of technical inspections required under the New York State 2020 Uniform Fire Prevention and Building Code, Energy Code, and applicable City ordinances. Their proposal demonstrated strong experience in municipal inspection oversight for complex mixed-use and high-rise developments.

Request

The Department of Buildings respectfully requests that the City Council adopt a resolution to:

1. Award non-exclusive contracts for third-party inspection services to LaBella Associates and Ettinger Engineering Associates.
2. Authorize the Mayor to execute a one (1) year agreement with renewal options based on project needs and mutual consent of the parties.
3. Affirm that the award is non-exclusive, allowing the City to utilize alternative contracts or procure services through emergency procurement when it is in the best interest of the City.

Purpose and Impact

This agreement will allow the Department of Buildings to expand inspection capacity by engaging third-party inspectors operating under DOB oversight. These services will supplement—not replace—existing DOB inspection operations and will provide property owners and applicants with an alternative mechanism to obtain timely, qualified inspections when needed to support progress on permitted construction projects.

Thank you for your consideration. I am available to answer any questions or provide additional documentation the Council may require.

Respectfully,

A handwritten signature in blue ink, appearing to read "Patrick G. Holder", written over a faint circular stamp.

Patrick G. Holder
Commissioner of Buildings



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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COM/MOUNTVERNONNY

File #: TMP -1741

Agenda Date: 11/25/2025

Agenda #: 7.

City Council:

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.

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.



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

November 6, 2025

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

Re: Creation of Position – Data Officer (Building Department)

Dear Council Members:

The Mayor’s Office is requesting that the City Council approve legislation to authorize the creation of the Data Officer position within the Department of Buildings. This position is covered by a grant from Bloomberg Harvard City Leadership Initiative until at least December 31, 2026.

On August 14, 2024, your honorable body adopted a previous resolution to enter Memorandum of Understanding (MOU) from Bloomberg Harvard City Leadership Initiative to accept the funds for the Bloomberg Harvard Fellow who is being onboarded into this new position. it was subsequently adopted by the Board of Estimate & Contract at the next meeting and the MOU was updated this year on May 14. This letter is written to formally establish this position within the city budget with the funds coming from code A2705.1(revenue) then expended from A3620.101G (expenditures).

Table with 4 columns: Title, Grade, Minimum, Maximum. Row 1: Data Officer, 11A, \$ 71,384.38, \$ 92,851.27

The addition of this position comes at no cost to the city as the funds from Bloomberg Harvard City Leadership Initiative will be covering the full salary & benefits of the position. Thank you for your attention to this matter and please reach out if you have further questions.

In Service,

Handwritten signature of Shawyn Patterson-Howard

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



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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COM/MOUNTVERNONNY

File #: TMP -1706

Agenda Date: 11/12/2025

Agenda #: 8.

City Council:

**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 Budget Line 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.



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

October 10, 2025

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

Subject: Request to Enter into Agreement to receive Reimbursement of Prisoner Transportation from Westchester County Department of Correction

Dear Council Members,

This letter comes to request that legislation be enacted enabling the Mayor to enter into an agreement with the Westchester County Department of Correction for the reimbursement of prisoner transportation services for the years 2025 and 2026. Under the terms of this proposed agreement, the payment structure for prisoner transportation is as follows:

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

These payments would be deposited into Budget Line **A2229.5 (County Prisoner Transport)**.

The Mount Vernon Police Department (MVPD) currently provides round-trip prisoner transportation between the Police Department and the Westchester County Department of Correction for prisoners remanded by court order to the Westchester County Jail, who are required to appear before the local Court. This service utilizes MVPD's own personnel and vehicles.

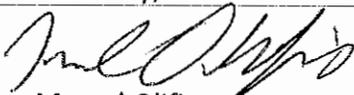
CC: Mayor
Corporation Counsel
Comptroller

In addition, the Police Department should receive reimbursement for vehicle usage, which is estimated at **16 miles each way** between the City of Mount Vernon and the Westchester County Jail, at a rate of **seventy cents (\$0.70) per mile**.

This agreement shall commence retroactively on January 1, 2025 and shall expire on December 31, 2026.

We respectfully request that legislation be passed to authorize the Mayor to enter into this agreement, ensuring the reimbursement of these transportation costs for 2025 and 2026.

Sincerely,

A handwritten signature in black ink, appearing to read "Marcel Olifiers". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Marcel Olifiers
Chief of Public Safety



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 -1721

Agenda Date: 11/12/2025

Agenda #: 9.

City Council:

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.



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

October 28, 2025

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

RE: Suspension of Parking Meters for Holiday Shopping

Honorable City Council Members,

The Department of Public Safety respectfully requests the Honorable Members of the City Council enact legislation to suspend the enforcement of parking meters in the municipal parking garages and lots listed below (**metered areas only**) to promote holiday shopping from **December 8th – 24th, 2025, from 8:00am – 8:00pm**. In addition, I request the suspension to include December 31, 2025.

Municipal Garages and Lots

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)

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

Respectfully submitted,

Gregory Addison
Deputy Chief

CC: Mayor
Comptroller
Law Department



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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VERNON, NEW YORK
10550
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File #: TMP -1722

Agenda Date: 11/12/2025

Agenda #: 10.

City Council:

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

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 adoption by the City Council and subsequent approval by the Board of Estimate & Contract.



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

October 29, 2025

Honorable Members of the City Council
(Through the office of the Mayor)
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550

RE: Request for Approval to award a contract for a Red-Light Violation Photo Enforcement and Monitoring System (RFP 2025-RFP-RLC-CMV)

Honorable Councilmembers,

The Department of Public Safety respectfully requests that the City Council adopt an ordinance authorizing the City of Mount Vernon to award the contract for RFP 2025-RFP-RLC-CMV to **Jenoptik**. The purpose of this RFP was to secure a qualified vendor to install and maintain a **red-light violation photo enforcement and monitoring system**. Approval of this ordinance will allow the City to enter into an agreement with the selected vendor to provide these services.

Request for Proposal (RFP) Overview:

1. Purpose of the RFP: The City of Mount Vernon sought proposals for the design, implementation, installation, maintenance, and operation of a turnkey traffic-control signal photo violation-monitoring system. The system had to be able to detect and record red light violations and support services to process citations.
2. RFP Publication Date: April 1, 2025
3. Proposal Evaluation: A committee of Members of Public Safety evaluated the sole proposal submitted to the City of Mount Vernon for cost-effectiveness, technical capability, vendor reputation and reliability.
4. Selected Vendor: After consideration, Jenoptik has been identified as the vendor most suitable to meet our needs.

5. Contract Summary: The contract will be a revenue sharing model, in which Jenoptik will retain 35 percent of the monthly fines collected, with the City receiving the remaining 65 percent of the monthly fines collected. There will be no 'out-of-pocket' cost to the City for the setup, maintenance and collection of fines for the Service. The contract will be for a period of 1 year, with the option to renew annually up to three additional years, subject to satisfactory performance and mutual agreement between the City and Jenoptik.

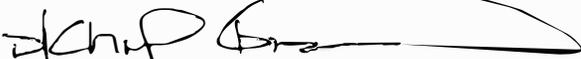
6. Deliverables by vendor: Equipment procurement, installation and maintenance
 - Event capture and processing
 - Department of Motor Vehicles lookup for registered owner information
 - Citation and notice mailing
 - Collection of fines
 - Assistance with scheduled hearings
 - Evidence packets for contested violations
 - Expert witness as needed for court adjudication
 - Relocation of the cameras, as needed

7. Funding Sources: Revenue Code 2610.4 (red light camera, bus and speed camera) then A3120.504 (red light camera expense).

We believe that Jenoptik will be able to deliver in the Service requested to help keep the Citizens of Mount Vernon safe from those that violate our Vehicle and Traffic laws.

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

Respectfully,



Gregory Addison
Deputy Chief



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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VERNON, NEW YORK
10550
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File #: TMP -1723

Agenda Date: 11/12/2025

Agenda #: 11.

City Council:

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.



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

October 27, 2025

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

RE: Request Authorizing Payment to Trittech Software Systems (formerly CentralSquare) for CAD and RMS Software

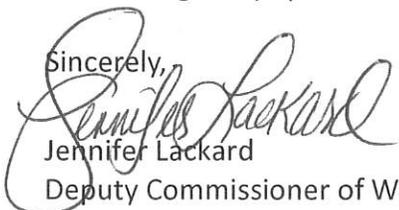
Honorable Councilmembers:

The Department of Public Safety respectfully requests that the Honorable Members of the City Council approve legislation authorizing payment in the amount of **\$31,179.20 to Trittech Software Systems**, formerly known as **CentralSquare**. This payment covers the period of **March 1, 2025, through May 15, 2025**, during which the system remained in use prior to the department’s transition to Tyler Technologies.

Trittech Software Systems is the manufacturer of the *Impact* CAD (Computer-Aided Dispatch) and RMS (Records Management System) software. The contract with CentralSquare expired on March 1, 2025, with the expectation that the department would transition to the new Tyler Technologies system at that time. However, an unexpected delay required the continued use of the Trittech system through mid-May.

The cost of **\$31,179.20** will be paid from **Budget Line A3120.416 (Computerization/Technology Upgrades)**.

If this request meets with the approval of your Honorable Body, please enact legislation authorizing this payment.

Sincerely,

 Jennifer Lackard
 Deputy Commissioner of Wellness & Reform

Cc: Mayor
 Comptroller
 Law Dept



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1724

Agenda Date: 11/12/2025

Agenda #: 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**

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.

**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.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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VERNON, NEW YORK
10550
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File #: TMP -1693

Agenda Date: 11/12/2025

Agenda #: 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**

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 the 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.



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1725

Agenda Date: 11/12/2025

Agenda #: 14.

City Council:

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.



CITY OF MOUNT VERNON, N.Y.
OFFICE OF THE COMPTROLLER

Darren M. Morton, Ed.D., CPRP, CMFO
Comptroller

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2303

October 29, 2025

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

RE: COMP2025-17 – Engagement of the services of Twilio for the provision of SMS services

Honorable City Council Members:

I write to respectfully request that the Mount Vernon City Council (“the Council”) enact legislation granting permission for the Comptroller to enter into agreement with of Twilio for the provision of SMS services at the cost of \$1,185.

The Finance Office is presently in the final stages of completing the implementation of the UKG Telestaff system for the Police and Fire departments. Being introduced within this system is the new overtime management automation which requires the use of SMS texts to notify and collect responses from eligible employees based on the established overtime list created by the department. This feature will allow for a transparent overtime process that is both fair and easily auditable. To implement this feature, we would need to engage the services of Twilio who have worked extensively with UKG Telestaff solutions to bridge the need for seamless and cost-effective communication solutions.

Twilio has partnered with several non-profit and for-profit organizations such as the American Red Cross, Lyft, Airbnb, Shopify, Doordash and Stripe, providing SMS services packages that start at \$0.0079 per inbound and outbound message for the first 150,000 messages which amounts to a cost of \$1,185.00. To achieve such a cost within the Fire and Police Departments in terms of man-hours, personnel responsible for performing notification of overtime availability to eligible employees would need to complete this task in 0.55 or 0.74 minutes per pay period. The savings in time and money would allow for personnel to focus on more crucial administrative strategic tasks and increase efficiency within budgeted activities.

Based on the reasoning outlined above, it is my recommendation as Comptroller for legislation to be established permitting the engagement of the services of Twilio for the provision of SMS services which will allow the City to take full advantage of the capability of the Telestaff system. Thanking you in advance for your assistance in this matter. The \$1,1850 cost for these services will be charged to A1315.503 – Kronos Application Fees.

Respectfully,

Darren M. Morton, Ed.D., CPRP, CMFO
Comptroller

cc: Mayor Shawyn Patterson-Howard
Corporation Counsel
File



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1726

Agenda Date: 11/12/2025

Agenda #: 15.

City Council:

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).

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.



CITY OF MOUNT VERNON, N.Y.
OFFICE OF THE COMPTROLLER

Darren M. Morton, Ed.D., CPRP, CMFO
Comptroller

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2303

October 29, 2025

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

RE: COMP2025-18 – Archiving of UKG Workforce Time and Attendance Data

Honorable City Council Members:

I write to respectfully request that the Mount Vernon City Council (“the Council”) enact legislation granting permission for the Comptroller to enter into agreement with of “PrimeForce” at a cost of \$10,000

At the end of the second quarter of 2024, the Finance Office successfully upgraded the UKG Workforce system (Kronos) to a new software version from the same company called UKG Ready. The new software has afforded us enhancements for easier employee time tracking and management as well as accrual reporting within our financials. As a result of the successful migration, we now must manage our old data through archiving to either an in-house configuration or one the is stored externally on the cloud off premise.

Due to the unique proprietary configuration of the Kronos system, there are not many vendors available to secure the integrity of the data after extracting it from the Kronos Cloud based kernel in which it is housed. We requested that UKG recommend to us a list of vendors that have consistently performed archiving services with minimal if any data loss. Based on their recommendation the only company that met the high success rate criteria was “PrimeForce.” The City has previously lost data from the 1990s to 2004 period due to inadequate data archiving on crashed in-house physical servers which has incapacitated our ability to respond to requests for data within that period from agencies such as the New York State Retirement System. It is our hope that utilizing in-house virtual server technologies, the City would be better equipped to secure this data into the perceivable future. Our deadline for completing the process of archiving before UKG removes the data from their servers is December 31, 2025.

Based on the reasoning outlined above, it is my recommendation as Comptroller for legislation to be established permitting the engagement of the services of “PrimeForce” at a cost of \$10,000 whereby fifty percent (50%) of the Project Fee will be paid upon execution of the project SOW and the final fifty percent (50%) paid at the completion of the project. The cost for these services will be charged to A1315.503 – Kronos Application Fees. The services to be performed in conjunction with our department of Management Services include the following.

- Install Timekeeping application software.
- Upgrade Kronos WFC Timekeeper to version 8.1.20
- Procure archive licenses from UKG on the City’s behalf.
- Get new WFC instance functional and tested, using Customer’s existing test system configuration.
- Convert current existing custom reports to function with v8.
- Integrate all current existing interfaces into Kronos v8.1 and ensure functionality.
- Provide read-only access to Kronos WFC v8.1 for certain Customer users for purposes of Customer verification and testing.

COMP2025-18 – Archiving of UKG Workforce Time and Attendance Data

- To configure WFC profiles to read-only mode.

By successfully archiving this data, the City will ensure its compliance with both the locally legislated retention policies, the New York State Office of the State Comptroller's (OSC) mandated guidelines such as the Local Government Schedule (LGS-1) memos, and also ensure the availability of timekeeping records for our internal stakeholders.

Respectfully,



Darren M. Morton, Ed.D., CPRP, CMFO
Comptroller

cc: Mayor Shawyn Patterson-Howard
Corporation Counsel
File



CITY OF MOUNT VERNON, N.Y.
OFFICE OF THE COMPTROLLER

Darren M. Morton, Ed.D., CPRP, CMFO
Comptroller

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2303

October 30, 2025

Honorable Members of the Mount Vernon City Council

City Hall
1 Roosevelt Square
Mount Vernon, NY 10550

Re: COMP2025-19 – Request for Approval to Mount a Portrait of Former Comptroller Maureen Walker

Dear Honorable Members of the City Council,

I respectfully submit this request for the Council’s approval to mount a portrait of Former Comptroller **Maureen Walker** in City Hall, **outside of the Finance Department on the Ground Floor.**

Ms. Walker honorably served the City of Mount Vernon as Comptroller for **twenty-four years (six consecutive terms)**, from **1994 to 2017**. She 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. Her trailblazing tenure represents a significant chapter in Mount Vernon’s history, defined by fiscal stewardship, professional excellence, and a deep commitment to the welfare of the City’s residents.

A native of Plaisance, Guyana, Ms. Walker is a New York State Certified Public Accountant. She holds an MBA in Finance from the University of New Haven and a B.Sc. in Accounting (*magna cum laude*) from Brooklyn College. Before her election, she worked as an Auditor with Arthur Andersen & Company and as a Senior Financial Analyst with The Equitable Life Assurance Company.

Upon her election in 1993, Ms. Walker embarked on a career in public service marked by transparency, discipline, and accountability. Under her leadership, the City of Mount Vernon maintained financial stability, achieved consistent budget surpluses, and earned the Certificate of Achievement for Excellence in Financial Reporting for multiple years—an acknowledgment of the City’s sound fiscal management.

As Comptroller, Ms. Walker oversaw the Finance and Payroll Departments, managed the City’s budget, insurance, tax collection, real estate, and capital projects financing, while also serving on

COMP2025-19 – Request for Approval to Mount a Portrait of Former Comptroller Maureen Walker

the Board of Estimate, the Mount Vernon Renewal Agency, the Industrial Development Agency, and the Capital Projects Board.

In addition to her public service, Ms. Walker has been a dedicated Adjunct Professor of Finance and Accounting at Iona College and an active member of several professional organizations, including the New York State Government Finance Officers' Association, the American Institute of Certified Public Accountants, and the Westchester Municipal Finance Association.

Her legacy extends far beyond City Hall. Ms. Walker has been a tireless advocate for education, youth development, and community service—mentoring countless young professionals and serving with organizations such as Junior Achievement of Hudson Valley, the Mount Vernon Business and Professional Women's Club, and numerous faith-based and civic groups. Her outstanding service has been recognized with over twenty community and professional awards, including citations from the U.S. Congress, Mount Vernon Hospital, and numerous civic and cultural associations.

Mounting her portrait within City Hall—outside of the Finance Department where she faithfully served for nearly a quarter century—would be a fitting and enduring tribute to her exemplary service and pioneering achievements. It would also serve as an inspiration to future generations of Mount Vernon residents who aspire to serve their community with integrity and distinction.

Should the Council approve this request, the Comptroller's Office will **coordinate with Former Comptroller Walker for the donation of the portrait** and its installation in accordance with City protocols. Any cost associated with the installation will **not exceed \$750 and charged to A1315.203 -Equipment.**

Thank you for your consideration and support in honoring one of Mount Vernon's most accomplished and devoted public servants.

Respectfully submitted,



Darren M. Morton, Ed.D., CMFO, CPRP
Comptroller, City of Mount Vernon



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1739

Agenda Date: 11/25/2025

Agenda #: 17.

City Council:

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:

Budget 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 Amount:	\$19,500

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.



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

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





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

JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

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,

A handwritten signature in black ink, appearing to read 'James Rausse', written over a light blue horizontal line.

JAMES RAUSSE, FAICP, WEDG

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

