



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

March 29, 2024

VIA EMAIL:

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

RE: Request for Budget Specialist Tiffany Nozil to attend the American Society for Public Administration Conference. For approval at the April 10th City Council meeting.

Honorable Councilmembers:

This letter comes to respectfully request the Mount Vernon City Council authorize legislation for the Budget Specialist Tiffany Nozil to travel to Minneapolis, MN for the 2024 American Society for Public Administration (ASPA) Conference being held on April 12th through April 16th, 2024.

The American Society for Public Administration (ASPA) is the most respected and leading professional membership association for public service. With its mission to advance excellence through educational, advocacy, and leadership development, ASPA brings together more than 50 local chapters and 30 subject matter sections with both the practitioners and academic communities to further develop its values of accountability and performance, professionalism, ethics, and social equity. Members include federal, state and local government employees, researchers and scholars, students, nonprofit professionals and others committed to advancing the field.

The Budget Specialist in the City of Mount Vernon’s Department of Planning and Community Development assists in the preparation of audits, financial grant compliance, and monitoring federally funded grant projects regulated by the U.S Department of Housing and Urban Development (HUD), the Continuum of Care program (CoC) and other Mount Vernon Urban Renewal Agency projects. Attending the ASPA conference would be of benefit to both the City of Mount Vernon and the budget specialist as it will provide an opportunity to network with top leaders within the field of public administration and gain new municipal financial management skills.

Below, the requested costs are as follows:

• Event Registration (student discount)	\$259.00
• Airfare Travel from NYC to MSP	\$500.53
TOTAL	\$759.53





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The current balance for budget line A8020.423 is \$808.77. The expenses for this conference would result in a reduction of \$759.53 to a total of \$49.24 for the current fiscal year.

Attached are the registration splash page and calendar for the conference. Below is a link to the program schedule:

<https://www.aspanet.org/Conference2024/Conference2024/Event-Details/Schedule.aspx?hkey=a35ee356-370a-4c05-9592-9a2ba4a60049>

Thank you for your consideration for this opportunity. I am available to address any questions or concerns you may have regarding this request.

Sincerely,

A handwritten signature in dark ink, appearing to read "James Rausse".

JAMES RAUSSE, FAICP, WEDG

cc: Mayor Shawyn Patterson-Howard
Comptroller Darren M. Morton
Malcolm Clark, Chief of Staff
1st Deputy Commissioner Sylvia Bolivar

Enclosure(s): Assistant Commission Job Spec

