



**BOARD OF ESTIMATE & CONTRACT AGENDA  
JUNE 17, 2024**

**4:00 P.M.**

**MAYOR'S CONFERENCE ROOM – 1<sup>ST</sup> FLOOR  
CITY HALL, MOUNT VERNON, NEW YORK  
& VIA [FACEBOOK.COM/MOUNTVERNONNY](https://www.facebook.com/mountvernonny)**

**SALARIES - 2017**

1. MINIMUM/MAXIMUM – Classified - CSEA
2. MINIMUM/MAXIMUM – Miscellaneous – CSEA (Supervisory Positions)
3. MINIMUM/MAXIMUM – School Crossing Guards – CSEA
4. ALL DEPARTMENTS – CSEA
5. MISCELLANEOUS - CSEA
6. BOARD OF WATER SUPPLY – (Superintendent, Assistant, etc.)
7. BOARD OF WATER SUPPLY – (Office)

RESOLVED, that the BOARD OF ESTIMATE AND CONTRACT by virtue of the powers and authority vested in it by law, does hereby establish the MINIMUM and MAXIMUM salaries and annual increments of the positions hereinafter set forth in the CLASSIFIED SERVICE so that said salaries and annual increments for the following positions for the Year 2017 shall read as follows:

**FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**SEE ATTACHMENT**

**CLASSIFIED SERVICE**

and be it further

RESOLVED, that

1. The salary of any position in the competitive class of the Classified service of the City of Mount Vernon not herein listed above shall be fixed by the Board of Estimate and Contract.

2. Any employee receiving more than the maximum rate allocated to his position shall continue at that rate during the period of incumbency except in the event of general service-wide reduction or increase.

3. An employee promoted to a position in a higher salary grade shall receive the minimum rate for such position; if an employee is promoted to a position in a higher salary grade, the minimum salary of which is equal to or lower than the rate of compensation then received by such employee, he shall, upon such promotion, be paid the salary which corresponds to the next higher step within the salary range of the position to which he has been promoted.

4. An employee demoted to a position in a lower salary grade shall be paid at the rate, which is within the approved range for the lower grade position. The rate of pay shall be set by the Board of Estimate and Contract.

5. A reinstated employee shall be paid at a salary rate within the approved salary range for the position in which he is reinstated. The rate of pay shall be set by the Board of Estimate and Contract.

6. Annual increments shall take effect on the first day of each fiscal year. Employees appointed, promoted, or reinstated at least six months before the beginning of the fiscal year shall be eligible for the annual increment. No employee shall be entitled to any increment as a matter of right; the final decision as to whether any employee is entitled to an increment is vested in the Board of Estimate and Contract.

7. The decisions as to the amount of salaries and increments to be paid to employees is vested in the Board of Estimate and Contract, said Board reserving the right to increase or reduce same at any time, provided such changes are general service-wide increases or reductions. Should there be any inequities, the Board of Estimate reserves the right to adjust said salaries within a reasonable range.

8. The salary of each employee shall be reviewed annually by his department head to determine which employee shall receive salary increases or decreases within the salary range to which their positions have been allocated. All the personnel records, tardiness, and length of service shall be considered in making recommendations to the Board of Estimate and Contract with major emphasis placed on the evaluation of services rendered.

9. Minimums, maximums, and increments are based upon rates established for the period January 1, 2017, through December 31, 2017, as a result of negotiations between the CSEA and the City of Mount Vernon; and be it further

RESOLVED, that said salaries and adjustments thereof shall be computed based on 260 working days for the Year 2017 and 10 working days each bi-weekly pay period; legal holidays shall be deemed working days; and be it further

RESOLVED, that this resolution shall take effect on January 1, 2017.

**APPROVED AS TO FORM**

\_\_\_\_\_  
Assistant Corporation Counsel

ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk





RESOLVED, that the BOARD OF ESTIMATE AND CONTRACT by virtue of the powers and authority vested in it by law, does hereby establish the MINIMUM and MAXIMUM salaries and annual increments of the positions hereinafter outlined in the CLASSIFIED SERVICE so that said salaries and annual increments for the following positions for the Year 2017 shall read as follows:

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**CLASSIFIED SERVICE**

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5. A reinstated employee shall be paid at a salary rate within the approved salary range for the position in which he is reinstated. The rate of pay shall be set by the Board of Estimate and Contract.

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\_\_\_\_\_  
Assistant Corporation Counsel

**ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT**

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk

		1/1/2017		
		12/31/2017		
Grade Group Number	Position	Minimum Annual Salary	Maximum Annual Salary	Annual Increment
H	Assistant Water Superintendent	78,952.97	115,240.70	4,031.97
F	Garage Superintendent	82,798.19	91,968.02	1,018.87
F	Park Supervisor	82,798.19	91,968.02	1,018.87
H	Public Works Supervisor	78,952.97	115,240.70	4,031.97
12	Sanitation Foreperson	65,520.61	85,269.22	2,194.29
10	Sewer Foreperson (Technician)	61,998.42	78,917.88	1,879.94
B	Street Lighting Maintenance			
	Supervisor	55,219.50	77,520.60	2,477.90
13	Timekeeper	62,186.61	92,573.76	3,376.35
13	Water Maintenance Foreperson	62,186.61	92,573.76	3,376.35

RESOLVED, that the BOARD OF ESTIMATE AND CONTRACT by virtue of the power and authority vested in it by law, do hereby establish the MINIMUM and MAXIMUM salaries and annual increments of the positions hereinafter set forth in the CLASSIFIED SERVICE of the City of Mount Vernon, so that said salaries and annual increments for the following positions for the year 2017, shall read as follows:

<b>POSITION</b>	<b>MINIMUM PER DIEM RATE*</b>	<b>MAXIMUM PER DIEM RATE*</b>	<b>ANNUAL INCREMENT</b>
<b>FOR THE PERIOD JANUARY 1, 2017, TO DECEMBER 31, 2017</b>			
School Crossing Guard	\$83.18	\$102.35	\$2.13

and be it further

RESOLVED, that

1. The salary of any position in the competitive class of the Classified service of the City of Mount Vernon not hereinabove listed shall be fixed by the Board of Estimate and Contract.

2. Any employee receiving more than the maximum rate allocated to his position shall continue at that rate during the period of incumbency except in the event of general service-wide reduction or increase.

3. An employee promoted to a position in a higher salary grade shall receive the minimum rate for such position; if an employee is promoted to a position in a higher salary grade, the minimum salary of which is equal to or lower than the rate of compensation then received by such employee, he shall, upon such promotion, be paid the salary which corresponds to the next higher step within the salary range of the position to which he is been promoted.

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5. A reinstated employee shall be paid at a salary rate within the approved salary range for the position in which he is reinstated. The rate of pay shall be set by the Board of Estimate and Contract.

6. Annual increments shall take effect on the first day of each fiscal year. Employees appointed, promoted, or reinstated at least six months before the beginning of the fiscal year shall be eligible for the annual increment. No employee shall be entitled to any increment as a matter of right the final decision as to whether any employee is entitled to an increment being vested in the Board of Estimate and Contract.

7. The decision as to the number of salaries and increments to be paid to employees is vested in the Board of Estimate and Contract, said Board reserving the right to increase or reduce same at any time, provided such changes are general service-wide increases or reductions.

8. The salary of each employee shall be reviewed annually by his department head to determine which employee shall receive salary increases or decreases within the salary range to which their positions have been allocated. All the personnel records, tardiness, and length of service shall be considered in making recommendations to the Board of Estimate and Contract with major emphasis placed on the evaluation of services rendered.

9. Minimums, maximums, and increments are based upon rates established for the period January 1, 2017, through December 31, 2017, because of negotiations between the CSEA and the City of Mount Vernon; and be it further

RESOLVED, that said salaries and adjustments thereof shall be computed based on 260 working days for the year 2017 and 10 working days each bi-weekly pay period; legal holidays shall be deemed working days; and be it further

RESOLVED, that this resolution shall take effect on January 1, 2017.

\* Based on 3-3/4 hour day.

**APPROVED AS TO FORM**

\_\_\_\_\_  
Assistant Corporation Counsel

**ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT**

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk

RESOLVED, that according to Section 71 of the Charter of Mount Vernon, New York being Chapter 490 of the Laws of 1922, the Board of Estimate and Contract of the City of Mount Vernon, NY hereby fixes the salaries and determines the positions and number of city officers and employees of offices, boards, and departments for the year 2017, commencing January 1, 2017, for the following designated positions:

**FOR THE PERIOD JANUARY 1, 2017, THROUGH DECEMBER 31, 2017**

<b><u>FINANCE</u></b>	
Chief Accountant	152,578.68
Chief Accountant	108,429.57
Payroll Administrator	127,218.80
Senior Accountant	83,657.89
Senior Accountant	101,339.01
Senior Cashier (in Comptroller's Office)	72,121.56
Cashier	52,935.36
Cashier	-
Senior Account Clerk	-
Payroll Clerk	-
Senior Clerk	-
Account Clerk	55,577.30
Account Clerk	-
Typist	-
Senior Keyboard Specialist	58,096.99
Account Clerk-Typist	-
Account Clerk-Typist	-
Payroll Clerk	68,104.01
Employee Benefits Clerk	-
<b><u>ASSESSMENT</u></b>	
Typist	-
Senior Stenographer	-
Assessment Clerk	58,096.99
Assessment Clerk	58,096.99
Real Property Appraiser	-
<b><u>CITY CLERK</u></b>	
Senior Accountant Clerk	75,158.01
Administrative Aide	58,096.99
Senior Stenographer	-
Senior Clerk	-
Clerk	-
Stenographer	-
Senior Keyboard Specialist	58,096.99
<b><u>DEPARTMENT OF LAW</u></b>	
Legal Stenographer	72,121.56
Legal Investigator	80,886.81
Law Office Coordinator	72,121.56

**CIVIL SERVICE COMMISSION**

Senior Clerk/Typist	-
Civil Service Aide	-

**DEPARTMENT OF MANAGEMENT SERVICES**

Manager of Information Systems	137,738.12
Computer Console Operator	52,376.50
Programmer / Analyst	-
Repro. & Mail Services Coordinator	52,160.85
Purchasing Agent	76,504.22
Computer Repair & Network Support Technician	72,121.56
Network Administrator	84,836.06

**DEPARTMENT OF PUBLIC WORKS**

Clerk	48,481.16
Chief Account Clerk - D.P.W.	-
Stenographer	-
Senior Keyboard Specialist	-
Typist	-
Account Clerk / Typist	52,160.85
Complaint Investigator	-
Junior Accountant	-
City Engineer	-
Assistant Engineer	-
Assistant Engineer	-
Construction Inspector	-
Senior Stenographer	-
Telephone Operator	55,577.30
Engineering Assistant	-
Account Clerk	-
Engineering Aide	58,096.99

**DEPARTMENT OF PUBLIC SAFETY – POLICE DEPARTMENT**

Computer Console Operator	60,836.25
Computer Console Operator	60,836.25
Senior Stenographer	-
Stenographer	-
Stenographer	-
Senior Keyboard Specialist	58,096.99
Senior Keyboard Specialist	58,096.99
Typist	52,160.85
Typist	-
Clerk	52,160.85
Senior Keyboard Specialist	-

**DEPARTMENT OF PUBLIC SAFETY – POLICE DEPARTMENT**

Emergency Service Dispatcher, two (2), each at	60,836.25
Communications Specialist, five (5), each at	60,836.25
Communications Specialist, three (3), each at	48,146.63
Communications Specialist, one (1), at	46,031.69
Communications Specialist, one (1), at	-
Communications Specialist, one (1), at	-
Community Service Aide, three (3), each at	43,231.95
Community Service Aide, one (1), at	32,256.33
Civilian Complaint Clerk, one (1), at	-
Computer Services Specialist	72,121.56
Cashier	64,305.77
Ordinance Officer	56,518.41
<b>Parking Enforcement Officers</b>	-
Eight (8), each at	55,577.30
Two (2), each at	43,332.71
Director – Parking Ticket Collection	92,573.73
<b>Court Clerks</b>	
Two (2), each at	52,160.85
One (1), at	44,801.47

**SPECIAL PER DIEM RATES (based on 3-3/4 hour day)**

School Crossing Guards – (185 days)	-
Eighteen (18), each at	102.34
One (1), at	100.19
Three (3), each at	98.06
One (1), at	95.93
One (1), at	93.79
Zero (0), at	91.67
Three (3), each at	89.53
Five (5), each at	87.39
Zero (0), at	85.24
Three (3), each at	83.09

**DEPARTMENT OF PUBLIC SAFETY - JAIL**

Prisoner Attendant, one (1), at	50,985.58
Prisoner Attendant, one (1), at	44,863.27
Prisoner Attendant, two (2), each at	41,802.13

**ANIMAL SHELTER**

Animal Warden	48,848.79
Assistant Animal Warden	56,082.87

**SEALER OF WEIGHTS AND MEASURES**

Director of Weights & Measures	72,121.56
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**FIRE DEPARTMENT**

Senior Typist	-
Stenographer	-
Typist	-
* Fire Equipment Mechanic	91,968.04

<b><u>DEPARTMENT OF BUILDINGS</u></b>	
Senior Keyboard Specialist	58,096.99
Superintendent of Plumbing	92,573.73
<b>Building Inspectors</b>	-
Two (2), each at	72,121.56
One (1), at	-
Inspector of Public Building & Works	-
<b>Housing Inspectors</b>	
Two (2), each at	68,104.01
Elevator / Building Inspector	72,121.56
Customer Service Management Clerk	48,481.16
Data Entry & Management Clerk I	41,557.36
Data Entry & Management Clerk II	44,801.48
<b><u>CIVIL DEFENSE</u></b>	
Administrative Officer	-
Typist	40,499.39
Shelter Officer	-
Deputy Director	-
<b><u>VETERANS SERVICE AGENCY</u></b>	
Stenographer	-
<b><u>RECREATION DEPARTMENT DEVELOPMENTALLY DISABLED PROGRAM</u></b>	
Coordinator of Programs for the Disabled	76,492.04
<b><u>RECREATION DEPARTMENT - PROGRAMS FOR AGING</u></b>	
Nutrition Program Director	53,742.30
Cook - Manager	55,577.30
Cook	43,398.43
Cook	36,034.14
Home Delivery Meals Coordinator	51,233.13
<b><u>RECREATION DEPARTMENT - ADMINISTRATION</u></b>	
Senior Account Clerk	78,917.88
Recreation Supervisor	-
Clerk	52,160.85
Bus Driver, Three (3), each at	34,441.39
Administrative Assistant to Recreation Commissioner	-
<b><u>RECREATION DEPARTMENT – PLAYGROUNDS &amp; REC. CENTERS</u></b>	
Director – Athletic Programs & Services	64,305.77
<b><u>RECREATION DEPARTMENT – DOLES COMMUNITY CENTER</u></b>	
Coordinator – Community Center	-
Senior Citizen Recreation Leader	-

<b><u>RECREATION DEPARTMENT – YOUTH PROGRAMS</u></b>	
Director -- Youth Activities	-
<b><u>YOUTH BOARD</u></b>	
Youth Program Coordinator	-
Executive Director	101,339.01
Senior Stenographer	-
Youth Employment Service Coordinator	64,305.77
Assistant Youth Services Coordinator	52,376.50
Deputy Director	86,139.32
Financial Supervisor	64,614.03
<b><u>DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT</u></b>	
GIS Administrator	109,373.59
Planner	-
Research and Grants Administrator	90,730.33
Marketing Specialist	-
Senior Planner	-
Housing Specialist	47,249.93
Senior Accountant	69,512.98

and be it further

RESOLVED, that the above-mentioned starred (\*) positions contemplate a normal work week of forty (40) hours and eight (8) hours per day, exclusive of lunch hour; and

RESOLVED, that if temporary help is required, the wage is to be paid on a per diem basis computed on the minimum annual salary for the position being filled temporarily divided by 260 working days; and be it further

RESOLVED, that the salaries and adjustments thereof shall be computed based on 260 days for the year 2017 and 10 working days each bi-weekly pay period; legal holidays shall be deemed working days; and be it further

RESOLVED, that said salaries are to be paid bi-weekly beginning on January 6, 2017, for ten (10) working days and ending on December 22, 2017. Salaries accruing on December 31, 2016, five (5) working days to be paid at 2016 rates together with five (5) working days to be paid at 2017 rates; and salaries accruing on December 31, 2017, five (5) working days to be paid at 2017 rates on payroll paid January 5, 2018, together with five (6) working days in 2017 inclusive; and be it further

RESOLVED, that this resolution shall take effect on January 1, 2017.

**APPROVED AS TO FORM**

**ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT**

\_\_\_\_\_  
Assistant Corporation Counsel

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk

RESOLVED, that according to Section 71 of the Charter of Mount Vernon, New York, being Chapter 490 of the Laws of 1922, the Board of Estimate hereby fixes the salaries and determines the positions and number of city officers and employees of offices, boards, and departments for the year 2017, commencing January 1, 2017, for the following designated positions:

<b>DEPARTMENT OF PUBLIC WORKS (DPW)</b>	
<b><u>FOR THE PERIOD JANUARY 1, 2017, THROUGH DECEMBER 31, 2017</u></b>	
<b>• Sanitation Foreperson</b>	
Four (4), each at	85,269.22
One (1), at	83,074.93
*Sewer Foreperson	-0-
*Garage Superintendent	-0-
*Park Supervisor	91,969.04
*Public Works Supervisor	115,240.71
*Timekeeper	92,573.73

RESOLVED, that the above-mentioned starred (\*) positions contemplate a normal work week of forty (40) hours and eight (8) hours per day, exclusive of lunch hour; and

RESOLVED, that if temporary help is required, the wage is to be paid on a per diem basis computed on the minimum annual salary for the position being filled temporarily divided by 260 working days; and be it further

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BOARD OF ESTIMATE  
AND CONTRACT

\_\_\_\_\_  
Assistant Corporation Counsel

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk

RESOLVED, that according to Section 71 of the Charter of Mount Vernon, New York, being Chapter 490 of the Laws of 1922, as amended by Local Laws No. 6 and No. 7 of 1960, which fixed the salaries and determined the number of officers and employees of the Board of Water Supply of said City for the year 2017 commencing January 1, 2017, for the following designated positions:

<b><u>BOARD OF WATER SUPPLY</u></b>	
<b>FOR THE PERIOD JANUARY 1, 2017, THROUGH DECEMBER 31, 2017</b>	
<b>POSITION</b>	<b>BASE ANNUAL SALARY</b>
Superintendent	152,578.68
*Assistant Water Superintendent	115,240.71
*Water Maintenance Foreperson	92,573.73

RESOLVED, that the above-mentioned starred (\*) positions contemplate a normal work week of forty (40) hours and eight (8) hours per day, exclusive of lunch hour; and

RESOLVED, that if temporary help is required, the wage is to be paid on a per diem basis computed on the minimum annual salary for the position being filled temporarily divided by 260 working days; and be it further

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\_\_\_\_\_  
Assistant Corporation Counsel

**ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT**

\_\_\_\_\_  
**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk

RESOLVED, that according to Section 71 of the Charter of Mount Vernon, New York, being Chapter 490 of the Laws of 1922, as amended by Local Laws No. 6 and No. 7 of 1960, which fixed the salaries and determined the number of officers and employees of the Board of Water Supply of said City for the year 2017 commencing January 1, 2017, for the following designated positions:

<b><u>BOARD OF WATER SUPPLY</u></b>	
<b>FOR THE PERIOD JANUARY 1, 2017, THROUGH DECEMBER 31, 2017</b>	
<b>POSITION</b>	<b>BASE ANNUAL SALARY</b>
Cashier	64,305.77
Senior Bookkeeper	71,797.36
Intermediate Account Clerk	60,836.25
<b>Account Clerks</b>	
Two (2), each at	55,577.30
One (1), at	44,863.26

And be it further

RESOLVED, that if temporary help is required, the wage is to be paid on a per diem basis computed on the minimum annual salary for the position being filled temporarily divided by 260 working days; and be it further

RESOLVED, that the salaries and adjustments thereof shall be computed based on 260 days for the year 2017 and 10 working days each bi-weekly pay period; legal holidays shall be deemed working days; and be it further

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Assistant Corporation Counsel

**ADOPTED BY  
BOARD OF ESTIMATE  
AND CONTRACT**

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**APPROVED**

Dept. \_\_\_\_\_

\_\_\_\_\_  
Clerk