



CITY OF MOUNT VERNON, N.Y.

[DEPARTMENT NAME]

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 914-665-2339
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

September 8, 2025

Honorable City Council Members
Of the City of Mount Vernon
City Hall, Mount Vernon, New York
(Through the Office of the Mayor)

Re: Authorization for the Mayor to Enter into a Memorandum of Understanding (MOU) with the Center for Economic and Environmental Partnership, Inc. (CEEP)

Dear Honorable City Council Members:

This referral requests authorization for the Mayor to enter into a non-binding Memorandum of Understanding with the Center for Economic and Environmental Partnership, Inc. (CEEP). The partnership will strengthen Mount Vernon's capacity to implement state-aligned climate goals, particularly through the City's participation in the Hudson Valley Regional Council's **Climate Action Planning Institute (CAPI)**.

The Climate Action Planning Institute, coordinated by the Hudson Valley Regional Council with support from the New York State Department of Environmental Conservation's Climate Smart Communities program, is a structured technical assistance initiative designed to help municipalities develop robust, data-driven climate action plans. Through CAPI, participating communities gain access to expert guidance, peer-to-peer learning, and analytical tools that support greenhouse gas inventories, vulnerability assessments, and the creation of strategies to reduce emissions and build climate resilience. The program emphasizes actionable steps that align with New York State's ambitious climate and clean energy goals, while also preparing municipalities to secure state and federal funding.

CEEP is a nonprofit with decades of experience assisting municipalities across New York State in developing and executing sustainability strategies. Under the draft Memorandum of Understanding (attached), CEEP would provide the City with a **Sustainability Coordinator**, supported through grant funding secured by The New York Community Trust through March 2026.

Entering into this non-binding MOU will provide the City with:

Direct Support for CAPI Participation: CEEP will assist the City in fully engaging with the Hudson Valley Regional Council's Climate Action Planning Institute, ensuring Mount Vernon's plans are data-driven, comprehensive, and actionable.

"The Jewel of Westchester"



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- **Enhanced Program Delivery:** CEEP will support the City in advancing both the CSC and CEC programs, positioning Mount Vernon for recognition, grant eligibility, and technical assistance.
- **Technical and Administrative Capacity:** A Sustainability Coordinator, working approximately 8 hours per week, will provide consistent project management, reporting, and coordination between departments and regional partners.
- **Grant-Supported Services:** The partnership has the potential to leverage future external funding, minimizing the need for immediate City budget allocations.
- **Regional Leadership:** By collaborating with CEEP, Mount Vernon will demonstrate leadership in environmental justice, workforce development, and climate action, aligning with the City's commitment to equity and sustainability.

I respectfully request that the City Council grant permission for the Mayor to enter into a non-binding Memorandum of Understanding with the Center for Economic and Environmental Partnership, Inc. This authorization will allow the City to move forward with this strategic partnership, supporting Mount Vernon's climate planning efforts and maximizing participation in the Climate Action Planning Institute.

Warm regards,

Shayne M. Brooks
Director of Sustainability
SMB

Damani L. Bush
Commissioner of Public Works
DLB

Attachments:

1. Center for Economic Development (CEEP) x CMVNY Letter of Intent
2. Signed letter of commitment to participate via Mayor SPH

Cc: Mayor's Office
Comptroller's Office
Clerk's Office
Building's Department
Planning and Community Development

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