

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

Tuesday, February 17, 2026

4:00 PM

MAYOR'S CONFERENCE ROOM - 1st FLOOR

Board of Estimate & Contract

NICOLE BONILLA, MBA
City Clerk

JORDAN RIULLANO, JD
Deputy City Clerk

Call to Order: At 4:00 PM by Chairwoman Mayor Shawyn Patterson-Howard

Roll Call: Roll Call and reading of agenda items administered by Deputy City Clerk Jordan Riullano. Noticed in the Journal News.

OTHERS: Chief of Staff Malcolm Clark, Asst. Corporation Counsel Johan Powell, Deputy City Clerk Jordan A. Riullano, Assistant Comptroller Condell Hamilton

OPENING OF BID FOR DEPARTMENT OF PUBLIC WORKS: REMOVAL AND DISPOSAL OF CONSTRUCTION AND DEMOLITION (C&D) DEBRIS – 33 CANAL STREET TRASH YARD

ADMINISTRATION OF THE AGENDA

RESOLUTIONS APPROVING ORDINANCES

- 1. [TMP-1914](#) Department of Public Works: An Ordinance Amending Chapter 140 - Garbage, Rubbish and Refuse, Article I - Garbage and Rubbish Collection, §140-6 entitled Penalties for Offenses of the Code of the City of Mount Vernon

Code: LPW

- 2. [TMP-1917](#) Department of Public Works: An Ordinance Amending Chapter 140-24 of the Code of the City of Mount Vernon Relating to Unauthorized Dumping; Fines

Code: LPW

- 3. [TMP-1918](#) Department of Public Works: An Ordinance Amending Article I - Preservation of Good Order, Chapter 191 - Peace and Good Order, §191-3(D) - Littering; Fine of the Code of the City of Mount Vernon to Revise the Fine Schedule for Littering Violations

Code: LPW

- 4. [TMP-1919](#) Department of Public Works: An Ordinance Amending Article VIII - Street and Sidewalk Obstructions, §227-38 - Permit Required; Exception - Penalty Provision Added) of the Code of the City of Mount Vernon

Code: LPW

- 5. [TMP-1920](#) Department of Public Works: An Ordinance Amending Chapter 227, §227-55 of the Code of the City of Mount Vernon (Driving Vehicles Over Sidewalks - Added Penalty Provision)

Code: LPW

- 6. [TMP-1921](#) Department of Public Works: An Ordinance Amending Chapter 227, §227-56 of the City Code of the City of Mount Vernon, entitled "Removal of Snow and Ice"

Code: LPW

7. [TMP-1926](#) Real Estate Committee: An Ordinance Rescinding the Recommendation for the Sale of Certain City-Owned Property Located at 328 South 1st Avenue, Mount Vernon, New York - (Parcel ID: 169.31.3120.01)
- Code:** FP
8. [TMP-1925](#) Real Estate Committee: An Ordinance Authorizing the Sale and Conveyance of City-Owned Property Located at 328 South 1st Avenue, Mount Vernon, New York - (Parcel ID: 169.31.3120.01)
- Code:** FP
9. [TMP-1929](#) City Council: A Local Law Authorizing the Amendment of the City Charter Regarding Budget Schedule
- Code:** FP
10. [TMP-1910](#) Department of Public Works: An Ordinance Authorizing the Transfer and Consolidation of One (1) Senior Account Clerk Position and One (1) Secretary Position into the Title of Assistant Commissioner of Public Works, Amending the 2026 Fiscal Year Salary Schedule, and Granting a Leave of Absence
- Code:** LPW
11. [TMP-1941](#) Department of Public Works: An Ordinance Authorizing the Transfer of One (1) Code Enforcement Officer Position to the Title of Code Enforcement Coordinator within the Department of Public Works, Approving a Budget Transfer, Amending the 2026 Fiscal Year Salary Schedule, and Granting a Leave of Absence
- Code:** LPW

RESOLUTION SEEKING APPROVAL IN UNDER THE AUSTERITY BUDGET

12. [TMP-1957](#) Department of Buildings: A Resolution Authorizing Payment for NYSBOC Annual Membership and Conference Training for Fourteen (14) Code Enforcement Officers

RETAINER

13. [TMP-1952](#) Law Department: Authorization to retain the firm of Arcina Risk Group to assist the City in locating documentation of historical insurance coverage response

TAX REVIEW SETTLEMENTS

14. [TMP-1922](#) Resolution for Tax Settlement for Fulton Miller, LLC, 705 Fulton Avenue, S., - \$12,444.67
15. [TMP-1924](#) Resolution for Tax Settlement for Fulton Miller, LLC, 108 Miller Place, \$1,020.29
16. [TMP-1954](#) Resolution for Tax Settlement for Grand Gardens Apartment Corp., 61 Grand Street - \$92,268.29

- 17. [TMP](#)
[-1955](#) Resolution for Tax Settlement for 12-14 Mount Vernon LLC, 12-14 South Fourth Avenue - \$6,041.36
- 18. [TMP](#)
[-1959](#) Amended Resolution for Tax Settlement for AMC Realty Group, Inc., 74 MacQuesten Pkwy, S., - [\$34,600] - \$13,700.91

SALARY RESOLUTIONS

- 19. [TMP](#)
[-1947](#) Salary Resolution No. 1 - Minimum-Maximum for Code Enforcement Officer and Assistant Commissioner of Public Works
- 20. [TMP](#)
[-1948](#) Salary Resolution No. 4 - All Positions for Deputy Commissioner of Public Works - Administration, Senior Account Clerk, Assistant Commissioner of Public Works and Code Enforcement Officer, Code Enforcement Coordinator
- 21. [TMP](#)
[-1949](#) Salary Resolution No. 9 - (ALL POSITIONS) - Motor Equipment Operator (1), Tree Trimmer (1) within the Department of Public Works
- 22. [TMP](#)
[-1950](#) Salary Resolution No. 14 - (ALL POSITIONS) - Secretary - Administrative Assistant within the Department of Public Works

ADD-ON (ON THE FLOOR AT BOE)

- 23. [TMP](#)
[-1904](#) Department of Public Works: An Ordinance Authorizing a Title Change for Mr. Kenneth McBryde from Motor Equipment Operator to Tree Trimmer within the Department of Public Works

Code: LPW

Agenda was concluded at 5:10 PM

Chairwoman Patterson-Howard asked if there was new business:

Mayor asked for a motion to adjourn.

There being no further business, the meeting was adjourned at 5:10 PM



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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File #: TMP -1914

Agenda Date: 2/11/2026

Agenda #: 1.

City Council:

**AN ORDINANCE AMENDING CHAPTER 140 -
GARBAGE, RUBBISH, AND REFUSE, ARTICLE I -
GARBAGE AND RUBBISH COLLECTION,
§140-6 - PENALTIES FOR OFFENSES OF THE
CODE CITY OF MOUNT VERNON**

WHEREAS, in correspondence dated January 29, 2026, the Commissioner of the Department of Public Works formally requested authorization to amend Chapter 140, §140-6 of the Code of the City of Mount Vernon, the existing penalty provision in its entirety, and to adopt new language in its place; and

WHEREAS, Chapter 140 of the Code of the City of Mount Vernon governs the regulation of garbage, rubbish, refuse, and related receptacles within the City; and

WHEREAS, §140-6 of said Chapter currently provides for a broad fine range for violations, without distinguishing penalties based on repeat offenses; and

WHEREAS, the Department of Public Works has determined that a defined, graduated penalty structure will promote consistency in enforcement and enhance compliance with the City's sanitation regulations; and

WHEREAS, establishing escalating penalties for repeat violations will provide clear notice to violators and support the effective administration of the Code;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Amendment of City Code. Chapter 140, §140-6 of the Code of the City of Mount Vernon is hereby amended to delete the existing penalty provision in its entirety and to adopt the following new language in its place.

Section 2. Repeal of Existing Language. The following language of Chapter 140, §140-6 is hereby repealed:

[Any person who shall violate any of the provisions of this article or rules promulgated by the Commissioner pursuant to this article shall, on conviction thereof, be subject to a fine of not less than one hundred dollars (\$100) nor more than one thousand dollars (\$1,000).]

Section 3. Adoption of New Penalty Schedule. Chapter 140, §140-6 shall be amended to read as follows:

§140-6. Penalties. Any person who shall violate any provision of this article or any rule promulgated by the Commissioner pursuant to this article shall, upon conviction, be subject to the following fines:

- (1) **First offense: One hundred dollars (\$100);**

(2) Second offense: Five hundred dollars (\$500);

(3) Third and each subsequent offense: One thousand dollars (\$1,000).

Section 4. Severability. If any clause, sentence, paragraph, subdivision, section, or part of this ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof.

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

New Matter Underlined

Deleted Matter in Brackets []



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

January 29th, 2025

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

Re: Amendment to City Code Chapter 140-2 (Receptacles)

Dear Honorable City Council Members:

The Department of Public Works respectfully submits for your consideration a proposed amendment to Chapter 140, §140-6 of the City Code to revise the penalty schedule for violations of the garbage, rubbish, and refuse regulations.

The current code provides a broad fine range. The proposed amendment replaces that range with a defined, graduated structure based on repeat offenses. This change is intended to support consistent enforcement and improve compliance by clearly establishing escalating penalties for repeat violations.

The revised penalty schedule would read as follows:

- First offense: \$100
- Second offense: \$500
- Third and subsequent offenses: \$1,000

Proposed Code Revision — §140-6

Current Language (to be removed):

[Any person who shall violate any of the provisions of this article or rules promulgated by the Commissioner pursuant to this article shall, on conviction thereof, be subject to a fine of not less than \$100 nor more than \$1,000]

New Language (to be adopted):

Any person who shall violate any provision of this article or any rule promulgated by the Commissioner pursuant to this article shall, upon conviction, be subject to the following fines:

- (1) First offense: \$100**
- (2) Second offense: \$500**
- (3) Third and each subsequent offense: \$1,000.**

Requested Action

The Department of Public Works respectfully requests that the City Council approve the amendment to Chapter 140, §140-6 adopting the graduated penalty schedule as outlined above.

Thank you for your consideration. Please contact my office if additional information is needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Damani L. Bush', with a stylized flourish extending to the right.

Damani L. Bush
Commissioner of Public Works
DB/db



City of Mount Vernon, New York

Staff Report

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File #: TMP -1917

Agenda Date: 2/11/2026

Agenda #: 2.

City Council:

AN ORDINANCE AMENDING CHAPTER 140-24 OF THE CODE OF THE CITY OF MOUNT VERNON RELATING TO UNAUTHORIZED DUMPING; FINES

WHEREAS, in correspondence dated January 29, 2026, the Commissioner of the Department of Public Works formally requested authorization to amend Chapter 140, §140-24 of the Code of the City of Mount Vernon, relating to unauthorized dumping; fines provision, and to adopt new language in its place; and

WHEREAS, Chapter 140 of the Code of the City of Mount Vernon governs the regulation of garbage, rubbish, refuse, and related enforcement provisions; and

WHEREAS, §140-24 of the City Code addresses unauthorized dumping and establishes penalties for violations thereof; and

WHEREAS, the Department of Public Works has reviewed enforcement outcomes and field conditions related to illegal dumping within the City; and

WHEREAS, field experience has demonstrated that revisions to the existing penalty provisions are warranted in order to strengthen deterrence, clarify enforcement, and support effective prosecution of unauthorized dumping violations; and

WHEREAS, the Department of Public Works has recommended the adoption of a clear, graduated penalty schedule for violations of §140-24;

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

Section 1. Amendment of City Code. Chapter 140, §140-24 of the Code of the City of Mount Vernon is hereby amended to delete the existing penalty provision in its entirety and to adopt the following new language in its place.

Section 2. Repeal of Existing Language. The following language of Chapter 140, §140-24 is hereby repealed:

[Any person who violates the provisions of this section shall be liable for a fine of not less than \$5,000 nor more than \$20,000. In addition, every owner of a dump truck or other vehicle shall be liable for a fine of not less than \$1,500 nor more than \$10,000 for each offense of unlawful dumping described in §140-24 by any person using or operating the same in the business of such owner or otherwise, with the permission, express or implied of such owner.]

Section 1. Amendment to Chapter 140-24 (Unauthorized Dumping; Fines). Chapter

140, §140-24 of the Code of the City of Mount Vernon is hereby amended by repealing the existing penalty language in its entirety and replacing it with the following:

§140-24. Unauthorized Dumping - Penalties. Any person who violates the provisions of this section shall be liable for the following fines:

- (1) First offense: Ten Thousand Dollars (\$10,000);
- (2) Second offense: Fifteen Thousand Dollars (\$15,000);
- (3) Third and each subsequent offense: Twenty Thousand Dollars (\$20,000).

In addition, every owner of a dump truck or other vehicle shall be liable for a fine of not less than One Thousand Five Hundred Dollars (\$1,500) nor more than Ten Thousand Dollars (\$10,000) for each offense of unlawful dumping described in this section §140-24 by any person using or operating such vehicle in the business of such owner or otherwise, with the permission, express or implied, of such owner.

Section 2. Severability. If any clause, sentence, paragraph, subdivision, or part of this ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part thereof directly involved in the controversy.

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

New Matter Underlined
Deleted Matter in Brackets []



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

SHAWYN PATTERSON-HOWARD
Mayor

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DAMANI L. BUSH
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JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 29th, 2025

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

Re: Amendment to City Code Chapter 140-24 (Unauthorized Dumping)

Dear Honorable City Council Members:

The Department of Public Works respectfully submits for your consideration a proposed amendment to Chapter 140, §140-24 of the City Code concerning unauthorized dumping violations and associated penalties.

This amendment is intended to strengthen and clarify the enforcement framework for illegal dumping. Field experience has shown that updates to this section are warranted to improve deterrence and support enforcement actions.

Under the proposed amendment, the penalty schedule would be:

- First offense: \$10,000
- Second offense: \$15,000
- Third and subsequent offenses: \$20,000

Proposed Code Revision — §140-24 (Penalty Subsection Only)

Current Language (to be removed):

[Any person who violates the provisions of this section shall be liable for a fine of not less than \$5,000 nor more than \$20,000. In addition, every owner of a dump truck or other vehicle shall be liable for a fine of not less than \$1,500 nor more than \$10,000 for each offense of unlawful dumping described in §140-24 by any person using or operating the same in the business of such owner or otherwise, with the permission, express or implied of such owner.]

New Language (to be adopted):

Any person who violates the provisions of this section shall be liable for the following fines:

- (1) First offense: \$10,000

(2) Second offense: \$15,000

(3) Third and each subsequent offense: \$20,000.

In addition, every owner of a dump truck or other vehicle shall be liable for a fine of not less than \$1,500 nor more than \$10,000 for each offense of unlawful dumping described in §140-24 by any person using or operating the same in the business of such owner or otherwise, with the permission, express or implied of such owner.

Requested Action

The Department of Public Works respectfully requests that the City Council approve the amendment to Chapter 140, §140-24 adopting the graduated penalty schedule as outlined above.

Thank you for your consideration. Please contact my office if additional information is needed.

Respectfully,



Damani L. Bush

Commissioner of Public Works

DB/db



City of Mount Vernon, New York

Staff Report

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File #: TMP -1918

Agenda Date: 2/11/2026

Agenda #: 3.

City Council:

**AN ORDINANCE AMENDING ARTICLE I -
PRESERVATION OF GOOD ORDER, CHAPTER
191 - PEACE AND GOOD ORDER, §191-3(D) - LITTERING,
FINE OF THE CODE OF THE CITY OF MOUNT VERNON TO
REVISE THE FINE SCHEDULE FOR LITTERING VIOLATIONS**

WHEREAS, in correspondence dated January 29, 2026, the Commissioner of the Department of Public Works formally requested authorization to amend Article I - Preservation of Good Order, Chapter 191 - Peace and Good Order, §191-3(D) - Littering, Fine of the Code of the City of Mount Vernon, the existing penalty provision in its entirety, and to adopt new language in its place; and

WHEREAS, Chapter 191 of the Code of the City of Mount Vernon regulates littering and the maintenance of public and private property in order to protect public health, safety, and welfare; and

WHEREAS, §191-3(D) of the City Code currently establishes a single fine range for violations of the City's littering prohibitions; and

WHEREAS, the Department of Public Works has reviewed recent enforcement activity and determined that a graduated fine structure tied to repeat offenses would more effectively deter ongoing littering violations; and

WHEREAS, the proposed amendment maintains the existing prohibitions against littering and modifies only the penalty provisions associated with violations; and

WHEREAS, the City Council finds that adopting a graduated fine schedule will promote compliance, enhance enforcement consistency, and reduce repeated negative impacts on streets, sidewalks, and public spaces;

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

Section 1. Amendment of City Code. Article I - Preservation of Good Order, Chapter 191 - Peace and Good Order, §191-3(D) - Littering, Fine of the Code of the City of Mount Vernon is hereby amended to delete the existing penalty provision in its entirety and to adopt the following new language in its place.

Section 2. Repeal of Existing Language. The following language of Chapter 191, §191-3(D) 6 is hereby repealed:

[Any person violating any provision of Subsection <<https://ecode360.com/6603312>>,B, <<https://ecode360.com/6603313>> or <<https://ecode360.com/6603314>> shall be guilty of a violation of

this chapter, which shall be punishable by a fine of not less than \$250 nor more than \$2,500.] -
[Added 11-12-1987, approved 11-13-1987; amended 2-9-2005; approved 2-10-2005]

Section 3. Amendment to City Code. Chapter 191, §191-3(D) of the Code of the City of Mount Vernon is hereby amended by deleting the existing penalty provision in its entirety and replacing it with the following:

§191-3(D) - Penalties. Any person violating any provision of Subsection A, B, or C of this section shall be subject to the following fines:

- (1) **First offense:** Two hundred fifty dollars (\$250.00);
- (2) **Second offense:** One thousand dollars (\$1,000.00);
- (3) **Third and each subsequent offense:** Two thousand five hundred dollars (\$2,500.00).

Section 4. Severability. If any clause, sentence, paragraph, section, or part of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy.

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

New Matter Underlined
Deleted Matter in Brackets []



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RYAN ULRICH
Deputy Commissioner

January 29th, 2025

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

Re: Amendment to City Code Chapter 191-3 (Littering _ Revised Fine Schedule)

Dear Honorable City Council Members:

The Department of Public Works submits this referral for Council consideration of an amendment to Chapter 191, §191-3 of the City Code concerning littering violations and associated fines.

Section 191-3 currently establishes a single fine range for littering offenses. Based on recent enforcement experience, DPW is recommending that the penalty language be revised to a graduated structure tied to repeat violations. The intent is to keep the entry penalty meaningful, while creating a stronger consequence for repeat offenders whose actions continue to impact streets, sidewalks, and public spaces.

This amendment does not change the underlying prohibition on littering. It updates only the fine structure.

Proposed graduated fines:

- First offense: \$250
- Second offense: \$1,000
- Third and subsequent offenses: \$2,500

Proposed Code Revision — §191-3(D)

Current Language (to be removed):

[Any person violating any provision of Subsection A, B or C shall be guilty of a violation of this chapter, which shall be punishable by a fine of not less than \$250 nor more than \$2,500.]

New Language (to be adopted):

Any person violating any provision of Subsection A, B or C shall be subject to the following fines:

- (1) First offense: \$250
- (2) Second offense: \$1,000
- (3) Third and each subsequent offense: \$2,500.

Requested Action

The Department of Public Works respectfully requests that the City Council approve the amendment to Chapter 191, §191-3 to adopt the revised graduated fine schedule outlined above.

Thank you for your consideration. Please contact my office if any additional information would be helpful.

Respectfully,

A handwritten signature in blue ink, appearing to read 'DLB', with a stylized flourish extending to the right.

Damani L. Bush

Commissioner of Public Works

DB/db



City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
104
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File #: TMP -1919

Agenda Date: 2/11/2026

Agenda #: 4.

City Council:

**AN AMENDMENT TO THE CODE OF THE CITY
OF MOUNT VERNON AMENDING ARTICLE VIII -
STREET AND SIDEWALK OBSTRUCTIONS,
§227-38 - PERMIT REQUIRED, EXCEPTION**

WHEREAS, in correspondence dated January 29, 2026, the Commissioner of the Department of Public Works formally requested authorization to amend Chapter 227, §227-38 (Permit Required; Penalty Provision Added) of the Code of the City of Mount Vernon concerning permits for the obstruction or occupation of public streets and sidewalks; and

The Department of Public Works respectfully submits for Council consideration a proposed ordinance amending Chapter 227, §227-38 of the City Code of the City of Mount Vernon concerning permits for the obstruction or occupation of public streets and sidewalks.

WHEREAS, Chapter 227, §227-38 of the City Code requires any person to obtain a written permit from the Commissioner prior to obstructing, encumbering, or occupying any public street, highway, or sidewalk area, subject to a limited exception for City-authorized urban beautification programs; and

WHEREAS, the current language of §227-38 does not include a specific penalty provision for violations of this permit requirement; and

WHEREAS, the absence of a clear penalty provision has created ambiguity and limited the effectiveness of enforcement efforts; and

WHEREAS, the Department of Public Works recommends the addition of a defined penalty provision to ensure consistent enforcement while leaving the underlying permit requirement and existing exception language unchanged;

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

Section 1. Amendment of City Code. Chapter 227, §227-38 of the Code of the City of Mount Vernon is hereby amended to delete the existing penalty provision in its entirety and to adopt the following new language in its place.

Section 2. Repeal of Existing Language. The following language of Chapter 227, §227-38 is hereby repealed:

[No person shall obstruct, encumber or occupy in any manner or for any purposes whatsoever any public street, highway or sidewalk area without first obtaining therefor from the Commissioner a written permit. No permit shall be required, however, for the placing of floral pieces along public

thoroughfares in conjunction with any urban beautification program authorized by the City, except that such authorization for the placing of said items must be obtained from the City Council.]

Section 3. Amendment to City Code Chapter 227, §227-38. Chapter 227, §227-38 of the City Code of the City of Mount Vernon is hereby amended by adding the following penalty provision to read as follows:

Any person who violates this section by obstructing, encumbering, or occupying a public street, highway, or sidewalk area without the required permit shall be subject to a fine of five hundred dollars (\$500) for each offense. Each day the violation continues shall constitute a separate offense.

All other provisions of §227-38, including the permit requirement and existing exception for City-authorized urban beautification programs, shall remain in full force and effect.

Section 4. Severability. If any clause, sentence, paragraph, or part of this ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

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

New Matter Underlined

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RYAN ULRICH
Deputy Commissioner

January 29th, 2025

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

Re: Amendment to City Code Chapter 227-38 (Permit Required; Exception _ Added Penalty Provision)

Dear Honorable City Council Members:

The Department of Public Works submits this referral for Council consideration of a targeted amendment to Chapter 227, §227-38 of the City Code regarding street and sidewalk obstructions.

Section 227-38 establishes the requirement to obtain a permit before occupying or obstructing a public street, highway, or sidewalk area. As written, the section does not include a specific penalty tied directly to violations of this requirement. In practice, that gap makes enforcement less direct than it should be.

This amendment adds a clear penalty provision to the section so that violations can be addressed consistently and without ambiguity. The underlying permit requirement and existing exception language remain unchanged.

Proposed Code Revision — §227-38

Current Language (no change):

[No person shall obstruct, encumber or occupy in any manner or for any purposes whatsoever any public street, highway or sidewalk area without first obtaining therefor from the Commissioner a written permit. No permit shall be required, however, for the placing of floral pieces along public thoroughfares in conjunction with any urban beautification program authorized by the City, except that such authorization for the placing of said items must be obtained from the City Council.]

New Language (to be added):

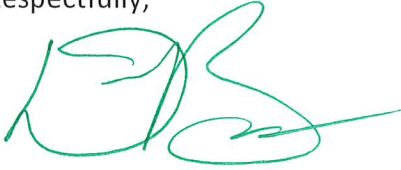
Any person who violates this section by obstructing, encumbering, or occupying a public street, highway, or sidewalk area without the required permit shall be subject to a fine of \$500 for each offense. Each day the violation continues shall constitute a separate offense.

Requested Action

DPW respectfully requests that the City Council approve the amendment to §227-38 to incorporate the penalty provision outlined above.

Thank you for your consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read 'DLB', with a long horizontal flourish extending to the right.

Damani L. Bush
Commissioner of Public Works
DB/db



City of Mount Vernon, New York

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File #: TMP -1920

Agenda Date: 2/11/2026

Agenda #: 5.

City Council:

AN ORDINANCE AMENDING CHAPTER 227, §227-55 OF THE CITY CODE OF THE CITY OF MOUNT VERNON (DRIVING VEHICLES OVER SIDEWALKS - ADDED PENALTY PROVISION)

WHEREAS, in correspondence dated January 29, 2026, the Commissioner of the Department of Public Works formally requested authorization to amend Chapter 227, §227-55 (Driving Vehicles Over Sidewalks - added penalty provision) of the Code of the City of Mount Vernon concerning permits for the obstruction or occupation of public streets and sidewalks; and

WHEREAS, Chapter 227 of the Code of the City of Mount Vernon regulates traffic and the use of public streets and sidewalks; and

WHEREAS, §227-55 of the City Code prohibits the driving of vehicles upon or over sidewalks or flag walks except where expressly authorized by permit or where such sidewalk forms part of an authorized driveway; and

WHEREAS, §227-55 currently contains operational and enforcement language but does not include a specific penalty provision within the section itself; and

WHEREAS, the absence of a fixed penalty within §227-55 has created inconsistency in enforcement and uncertainty as to the consequences of violations; and

WHEREAS, the Department of Public Works has recommended that a clear, fixed penalty be added to §227-55 to promote consistent enforcement, enhance deterrence, and provide clear notice to the public; and

WHEREAS, the proposed amendment retains the existing regulatory language of §227-55 in full and adds a specific fine applicable to violations of that section;

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

Section 1. Amendment to City Code Chapter 227, §227-55 (Driving Vehicles Over Sidewalks). Chapter 227, §227-55 of the Code of the City of Mount Vernon is hereby amended by adding a new penalty provision at the end of the section, to read as follows:

§227-55. Driving vehicles over sidewalks. -- *[Existing language to remain unchanged]*

No person shall at any time drive any vehicle, whether operated by gasoline, electricity, or steam, upon or over any sidewalk or flag walk without first obtaining a permit in writing from the

Commissioner of Public Works. This section shall not apply to any driving upon any sidewalk or flag walk which forms part of any authorized driveway leading from any street to the abutting property.

The physical presence of any motor vehicle on any lot or parcel of land abutting a public street, which lot or parcel of land has no driveway leading from any adjoining property or no authorized curb cut abutting said parcel or lot of land, shall be presumptive evidence that the said motor vehicle was driven thereon by the owner of said vehicle under his direction or by his consent in violation of Subsection A of this section. Any person violating this section shall be punishable in accordance with Article II, Chapter 1 of the Code.

Section 2. Amendment to City Code Chapter 227, §227-55. §227-55 of the City Code of the City of Mount Vernon is hereby amended by adding the following provision to read as follows:

Any person who violates this section by driving or permitting a vehicle to be driven over a sidewalk area without lawful authorization or a required permit shall be subject to a fine of two hundred fifty dollars (\$250) for each offense. Each occurrence shall constitute a separate offense.

Section 3. Severability. If any clause, sentence, paragraph, subdivision, or part of this ordinance or its application shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part thereof directly involved in the controversy.

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.

New Matter Underlined
Deleted Matter in Brackets []



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

January 29th, 2025

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

Re: Amendment to City Code Chapter 227-55 (Driving Vehicles Over Sidewalks _ Added Penalty Provision)

Dear Honorable City Council Members:

The Department of Public Works submits this referral for Council consideration of an amendment to Chapter 227, §227-55 of the City Code concerning vehicles driven over sidewalks.

Section 227-55 establishes restrictions on driving vehicles across sidewalks except where permitted. The section, however, does not currently contain a dedicated penalty provision within its own language. Adding a fixed penalty amount will support more consistent enforcement and provide clear notice of consequence for violations.

This amendment keeps the existing operational language intact and adds a specific fine for violations.

Proposed Code Revision — §227-5

Current Language (to remain):

[No person shall at any time drive any vehicle, whether operated by gasoline, electricity or steam, upon or over any sidewalk or flag walk without first obtaining a permit in writing from the Commissioner of Public Works. This section shall not apply to any driving upon any sidewalk or flag walk which forms part of any authorized driveway leading from any street to the abutting property.]

The physical presence of any motor vehicle on any lot or parcel of land abutting a public street, which lot or parcel of land has no driveway leading from any adjoining property or no authorized curb cut abutting said parcel or lot of land, shall be presumptive evidence that the said motor vehicle was driven thereon by the owner of said vehicle under his direction or by his consent in violation of Subsection A of this section. Any person violating this section shall be punishable in accordance with Article II of Chapter 1 of the Code.]

New Language (to add at end of section):

Any person who violates this section by driving or permitting a vehicle to be driven over a sidewalk area without lawful authorization or required permit shall be subject to a fine of \$250 for each offense. Each occurrence shall constitute a separate offense.

Requested Action

The Department of Public Works respectfully requests that the City Council approve the amendment to Chapter 227, §227-55 to add the penalty language as set forth above.

Thank you for your consideration.

Respectfully,



Damani L. Bush

Commissioner of Public Works

DB/db



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 -1921

Agenda Date: 2/11/2026

Agenda #: 6.

City Council:

**AN ORDINANCE AMENDING CHAPTER 227,
§227-56 OF THE CITY CODE OF THE CITY
OF MOUNT VERNON, ENTITLED "SIDEWALK
MAINTENANCE; REMOVAL OF SNOW AND ICE"**

(Sidewalk Maintenance; Removal of Snow and Ice - Penalty Provision)

WHEREAS, Chapter 227, §227-56 of the City Code of the City of Mount Vernon establishes the responsibility of owners and lessees of property abutting public streets to maintain adjoining sidewalks in a safe and sanitary condition, including the timely removal of snow and ice; and

WHEREAS, Section 227-56 currently relies upon the general penalty provisions of the City Code for enforcement, rather than including a specific penalty within the section itself; and

WHEREAS, the Department of Public Works has determined that the addition of a clearly stated penalty within Section 227-56 will promote consistent enforcement and provide clear notice of the consequences for noncompliance; and

WHEREAS, the proposed amendment does not alter the substantive maintenance or snow and ice removal requirements set forth in Section 227-56, but solely adds a fixed penalty provision; and

WHEREAS, the City Council finds that the proposed amendment is in the best interest of the health, safety, and welfare of the residents of the City of Mount Vernon;

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

Section 1. Amendment to City Code Chapter 227, §227-56. Chapter 227, §227-56 of the City Code of the City of Mount Vernon is hereby amended to add the following penalty provision, to read as follows:

§227-56 - Sidewalk maintenance; removal of snow and ice.

Every owner or lessee of any premises abutting on any street shall keep the contiguous sidewalks free from dirt, filth, weeds, or other obstructions or encumbrances and shall also maintain the contiguous sidewalk in good condition, free from any defects or other dangerous conditions, and perform all repairs necessary thereto. Said owner or lessee shall have the further duty of causing the entire area of such sidewalks in front of such premises to be cleared of snow and ice within 12 hours after such snowfall has ceased or ice has formed. Whenever any ice forms upon such sidewalk, it shall be the duty of such owner or lessee to place thereon sufficient sifted ashes, sand, or salt to prevent persons from slipping until such ice shall be wholly removed.

Any owner or lessee who violates the provisions of this section shall be subject to a fine of two hundred fifty dollars (\$250) for each offense. Each day that the violation continues after the required compliance period shall constitute a separate offense.

Section 2. Severability. If any clause, sentence, paragraph, subdivision, or part of this ordinance or

its application shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part thereof directly involved in the controversy.

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.

New Matter Underlined
Deleted Matter in Brackets []



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

January 29th, 2025

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

**Re: Amendment to City Code Chapter 227-56 (Sidewalk Maintenance; Removal of Snow and Ice _
Penalty Provision)**

Dear Honorable City Council Members:

The Department of Public Works submits this referral for Council consideration of an amendment to Chapter 227, §227-56 of the City Code concerning sidewalk maintenance and the removal of snow and ice.

Section 227-56 clearly establishes the responsibility of owners and lessees to maintain adjoining sidewalks and to clear snow and ice within the required timeframe. The section, however, relies on general penalty provisions elsewhere in the Code. This amendment adds a specific penalty directly within the section to support consistent enforcement and provide clear notice of consequence for noncompliance.

The maintenance and snow removal requirements themselves are not being changed. Only a fixed penalty amount is being added.

Proposed Code Revision — §227-56

Current Language (to remain):

[Every owner or lessee of any premises abutting on any street shall keep the contiguous sidewalks free from dirt, filth, weeds or other obstructions or encumbrances and shall also maintain the contiguous sidewalk in good condition, free from any defects or other dangerous conditions, and perform all repairs necessary thereto. Said owner or lessee shall have the further duty of causing the entire area of such sidewalks in front of such premises to be cleared of snow and ice within 12 hours after such snowfall has ceased or ice has formed. Whenever any ice forms upon such sidewalk, it shall be the duty of such owner or lessee to place thereon sufficient sifted ashes, sand or salt to prevent persons from slipping until such ice shall be wholly removed.]

New Language (to be adopted):

Any owner or lessee who violates the provisions of this section shall be subject to a fine of \$250 for each

offense. Each day the violation continues after the required compliance period shall constitute a separate offense.

Requested Action

The Department of Public Works respectfully requests that the City Council approve the amendment to Chapter 227, §227-56 to add the penalty provision as set forth above.

Thank you for your consideration.

Respectfully,



Damani L. Bush
Commissioner of Public Works
DB/db



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 -1926

Agenda Date: 2/11/2026

Agenda #: 7.

City Council:

**AN ORDINANCE RESCINDING THE
RECOMMENDATION FOR THE SALE OF
CERTAIN CITY-OWNED REAL PROPERTY
LOCATED AT 328 SOUTH 1ST AVENUE, MOUNT
VERNON, NEW YORK (PARCEL ID: 169.31.3120.01)**

Whereas, in correspondence dated February 2, 2026, the Secretary of the Real Estate Committee formally requested that the City Council rescinds and nullifies any prior recommendation, authorization, or approval to convey the City-owned real property located at 328 South 1st Avenue, Mount Vernon, New York, Parcel ID: 169.31.3120.01, to Alonzo Webb of Webb Development Services Corp. for the sum of \$200,000.00; and

Whereas, the City of Mount Vernon is the owner of certain real property located at 328 South 1st Avenue, Mount Vernon, New York, identified on the City Tax Map as Parcel ID: 169.31.3120.01 (the "Property"); and

Whereas, the Property was acquired by the City through foreclosure due to the non-payment of real property taxes; and

Whereas, by letter dated November 21, 2025, the Mayor requested that the City Council consider and approve authorization to convey the Property to Alonzo Webb of Webb Development Services Corp. for the total sum of \$200,000.00 (Two Hundred Thousand Dollars); and

Whereas, subsequent review confirmed that the proposed purchase price of \$200,000.00 did not constitute the next-highest bid for the Property; and

Whereas, this discrepancy resulted from an inadvertent system-related miscalculation affecting the bid evaluation process; and

Whereas, all documentation and circumstances relating to this error were reviewed by the City Council Real Estate Committee at its meeting held on January 30, 2026; and

Whereas, the Real Estate Committee, by unanimous vote, approved a recommendation to rescind the prior recommendation for sale of the Property; and

Whereas, by letter dated February 2, 2026, the Mayor formally requested that the City Council rescind the prior recommendation authorizing the conveyance of the Property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Rescission of Prior Recommendation. The City Council hereby rescinds and

nullifies any prior recommendation, authorization, or approval to convey the City-owned real property located at 328 South 1st Avenue, Mount Vernon, New York, Parcel ID: 169.31.3120.01, to Alonzo Webb of Webb Development Services Corp. for the sum of \$200,000.00.

Section 2. No Authorization to Convey. No conveyance, transfer, or disposition of the Property shall occur pursuant to the rescinded recommendation, and any such action previously contemplated is hereby deemed void and of no further force or effect.

Section 3. Authority to Take Administrative Action. The Mayor, Corporation Counsel, and all other appropriate City officials are hereby authorized to take any and all administrative actions necessary to effectuate the intent of this Ordinance.

Section 4. Severability. If any provision of this Ordinance is held to be invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

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



CITY OF MOUNT VERNON, N.Y.
Real Estate Committee – 2025
City Hall, One Roosevelt Square
Mount Vernon, NY 10550

REAL ESTATE COMMITTEE

Derrick Thompson – City Council President
Dr. Darren Morton – Chairman
Stephanie Vanderpool – Co-Chair
Antoinette Anderson - Secretary

February 2, 2026

Honorable City Council Members
City Of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10552

Re: *Rescind the recommend of the Sale of City-Owned Properties Located at 328 South 1st Avenue, Mount Vernon, NY Parcel ID: 169.31.3120.01*

A letter dated November 21, 2025, requested that the City Council consider and approve the Mayor's authorization to convey Parcel ID: 169.31.3120.01, located at 328 South 1st Avenue, to Alonzo Webb of Webb Development Services Corp. for the total sum of \$200,000 (Two Hundred Thousand Dollars).

This letter, dated February 2, 2026, respectfully requests that the City Council rescind that recommendation. The amount of \$200,000 has been confirmed to not be the next highest bid for the property. This discrepancy resulted from an inadvertent system-related miscalculation.

This property was acquired by the City through foreclosure for non-payment of taxes. All documentation pertaining to this error was reviewed by the Real Estate Committee on January 30, 2026. By unanimous vote, the Committee approved a recommendation to rescind the prior offer.

If this request meets with the City Council's approval, I respectfully ask that the necessary legislation be enacted to reflect this action.

Thank you for your attention to this matter.

Sincerely,

Antoinette Anderson

Secretary, Real Estate Committee



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 -1925

Agenda Date: 2/11/2026

Agenda #: 8.

City Council:

**AN ORDINANCE AUTHORIZING THE SALE
AND CONVEYANCE OF CITY-OWNED PROPERTY
LOCATED AT 328 SOUTH 1ST AVENUE, MOUNT
VERNON, NEW YORK (PARCEL ID: 169.31.3120.01)**

Whereas, in correspondence dated February 2, 2025, the Secretary of the Real Estate Committee formally requested that the City Council authorize the sale and conveyance of the City-owned real property located at 328 South 1st Avenue, Mount Vernon, New York, identified as Parcel ID: 169.31.3120.01, to Jeannette Garcia; and

Whereas, the City of Mount Vernon is the owner of certain real property located at 328 South 1st Avenue, Mount Vernon, New York, designated on the City Tax Map as Parcel ID: 169.31.3120.01 (the "Property"); and

Whereas, the City, through its established disposition and bidding process, solicited bids for the sale of the Property in accordance with applicable law and municipal procedures; and

Whereas, a prior recommendation concerning the disposition of the Property was subsequently determined to have resulted from an inadvertent system-related miscalculation; and

Whereas, upon discovery of said miscalculation, the information relating to the Property and the submitted bids was reviewed by the City's Real Estate Committee on January 30, 2026; and

Whereas, following such review, the Real Estate Committee, by unanimous vote, confirmed Jeannette Garcia as the next highest responsible bidder who was found to be in full compliance with the bidding process; and

Whereas, the Real Estate Committee has recommended that the City convey the Property to Jeannette Garcia for the total purchase price of \$250,000.00 (Two Hundred Fifty Thousand Dollars); and

Whereas, the City Council finds that the sale of the Property under the terms recommended is in the best interests of the City of Mount Vernon;

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

Section 1. Authorization to Sell Property. The City Council hereby authorizes the sale and conveyance of the City-owned real property located at 328 South 1st Avenue, Mount Vernon, New York, identified as Parcel ID: 169.31.3120.01, to Jeannette Garcia.

Section 2. Purchase Price. The authorized sale shall be for a total purchase price of

\$250,000.00 (Two Hundred Fifty Thousand Dollars), payable in accordance with the terms and conditions approved by the City.

Section 3. Authorization to Execute Documents. The Mayor is hereby authorized and directed to execute any and all deeds, contracts, closing documents, and other instruments necessary or incidental to effectuate the sale and conveyance of the Property, with approval as to form by the Corporation Counsel.

Section 4. Compliance with Law. The sale and conveyance authorized herein shall be subject to all applicable federal, state, and local laws, rules, regulations, and policies governing the disposition of municipal real property.

Section 5. Severability. If any provision of this Ordinance shall be adjudged invalid or unenforceable by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the remaining provisions.

Section 6. 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.
Real Estate Committee – 2025
City Hall, One Roosevelt Square
Mount Vernon, NY 10550

REAL ESTATE COMMITTEE

Derrick Thompson – City Council President
Dr. Darren Morton – Chairman
Stephanie Vanderpool – Co-Chair
Antoinette Anderson - Secretary

February 2, 2026

Honorable City Council Members
City Of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10552

Re: Recommend the Sale of City-Owned Properties Located at 328 South 1st Avenue, Mount Vernon, NY
Parcel ID: 169.31.3120.01

Dear Honorable Council Members,

I respectfully submit this request for your consideration and approval to authorize the Mayor to convey Parcel ID: 169.31.3120.01, located at 328 South 1st Avenue, to Jeannette Garcia for the total sum of \$250,000 (Two Hundred and Fifty Thousand).

The previous recommendation was determined to be the result of an inadvertent system-related miscalculation. The information regarding the property was reviewed by the Real Estate Committee on January 30, 2026. By unanimous vote, Ms. Garcia was confirmed as the next highest bidder and found to be in full compliance with the bidding process.

If this request meets with the City Council's approval, I respectfully ask that the necessary legislation be enacted to reflect this action. Thank you for your attention to this matter.

Sincerely,

Antoinette Anderson

Secretary, Real Estate Committee



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 -1929

Agenda Date: 2/11/2026

Agenda #: 9.

City Council:

LOCAL LAW NO. ___ OF 2025

A LOCAL LAW AUTHORIZING THE AMENDMENT OF THE CITY CHARTER REGARDING THE BUDGET SCHEDULE

BE IT ENACTED by the City Council of the City of Mount Vernon, in regular session convened, as follows:

Section 1. Title. This enactment shall be known as “A Local Law Amending the Charter of the City of Mount Vernon to Establish a Revised Budget Schedule and Procedures.”

Section 2. Purpose. The purpose of this Local Law is to improve the City’s annual budget process by establishing a clear, transparent, and inclusive schedule that enhances collaboration among the Mayor, the Board of Estimate and Contract (BOE), the Comptroller, and the City Council. The revised process introduces the use of a Draft Annual Estimate (“DAE”) as a working document to promote early review, feedback, and public engagement prior to final budget adoption.

Section 3. Amendment to the City Charter. The Charter of the City of Mount Vernon is hereby amended to establish a revised budget schedule and procedures, which shall read as follows:

Section 4. Budget Schedule.

A. Department Submissions. On or before August 31 of each fiscal year, all Department Heads shall submit proposed departmental budgets to the Mayor’s Office.

B. Submission of Draft Annual Estimate (DAE). At the first regularly scheduled September meeting of the Board of Estimate and Contract (BOE), and no later than September 16, the Mayor shall submit a Draft Annual Estimate (“DAE”) to the BOE.

1. The DAE shall serve solely as a working document and shall not be subject to a BOE vote.

2. Upon submission, the DAE shall be referred to the Comptroller and to the City Council for review and comment.

C. Comptroller’s Review and Fiscal Statement. By October 15, the Comptroller shall issue public statements detailing the City’s reserves, health and dental insurance costs, retirement and pension obligations, delinquent school tax reserves, and any other items necessary for financial analysis of the estimate.

By the same date, both the Comptroller and the City Council Finance Committee shall submit written comments and recommendations regarding the DAE.

D. Presentation of Proposed Annual Estimate. At the last regularly scheduled October meeting of the BOE, the Proposed Annual Estimate shall be presented.

1. The BOE shall, at this meeting, set the date for the required public hearing.
2. Public notice of the hearing shall be issued by the next business day.
3. The public hearing shall be held **no later than November 19.**

E. Adoption by the Board of Estimate and Contract. No later than November 23, the BOE shall vote on and adopt the Proposed Annual Estimate and refer it to the City Council for consideration.

F. City Council Public Hearing and Adoption.

1. No later than **December 5**, the City Council shall establish and hold a public hearing on the Proposed Annual Estimate on the next available business day.
2. Within **seven (7) calendar days** following the public hearing, the City Council shall vote to adopt the **Final Annual Budget.**

Section 5. Implementation and Oversight. All officers, departments, and agencies of the City of Mount Vernon shall comply with the provisions of this Local Law and the amended Charter schedule. The Department of Finance shall provide administrative support and coordination to ensure the timely execution of each stage of the budget process.

Section 6. Effective Date. This Local Law shall take effect upon its adoption by the City Council and approval by the Board of Estimate and Contract and shall apply beginning with the preparation and adoption of the Fiscal Year 2026 Budget and for all subsequent fiscal years.

New matter underlined

Deleted matter in brackets []

LOCAL LAW NO. ___ OF 2026

A LOCAL LAW AUTHORIZING THE
AMENDMENT OF THE CITY CHARTER
REGARDING THE BUDGET SCHEDULE

BE IT ENACTED by the City Council of the City of Mount Vernon, in regular session convened, as follows:

Section 1. Title. This enactment shall be known as “A Local Law Amending the Charter of the City of Mount Vernon to Establish a Revised Budget Schedule and Procedures.”

Section 2. Purpose. The purpose of this Local Law is to improve the City’s annual budget process by establishing a clear, transparent, and inclusive schedule that enhances collaboration among the Mayor, the Board of Estimate and Contract (BOE), the Comptroller, and the City Council. The revised process introduces the use of a Draft Annual Estimate (“DAE”) as a working document to promote early review, feedback, and public engagement prior to final budget adoption.

Section 3. Amendment to the City Charter. The Charter of the City of Mount Vernon is hereby amended to establish a revised budget schedule and procedures, which shall read as follows:

Section 4. Budget Schedule.

A. Department Submissions. On or before August 31 of each fiscal year, all Department Heads shall submit proposed departmental budgets to the Mayor’s Office.

B. Submission of Draft Annual Estimate (DAE). At the first regularly scheduled September meeting of the Board of Estimate and Contract (BOE), and no later than September 16, the Mayor shall submit a Draft Annual Estimate (“DAE”) to the BOE.

1. The DAE shall serve solely as a working document and shall not be subject to a BOE vote.

2. Upon submission, the DAE shall be referred to the Comptroller and to the City Council for review and comment.

C. Comptroller’s Review and Fiscal Statement. By October 15, the Comptroller shall issue public statements detailing the City’s reserves, health and dental insurance costs, retirement and pension obligations, delinquent school tax reserves, and any other items necessary for financial analysis of the estimate.

By the same date, both the Comptroller and the City Council Finance Committee shall submit written comments and recommendations regarding the DAE.

D. Presentation of Proposed Annual Estimate. At the last regularly scheduled October meeting of the BOE, the Proposed Annual Estimate shall be presented.

1. The BOE shall, at this meeting, set the date for the required public hearing.

2. Public notice of the hearing shall be issued by the next business day.

3. The public hearing shall be held no later than November 19.

E. Adoption by the Board of Estimate and Contract. No later than November 23, the BOE shall vote on and adopt the Proposed Annual Estimate and refer it to the City Council for consideration.

F. City Council Public Hearing and Adoption.

1. No later than December 5, the City Council shall establish and hold a public hearing on the Proposed Annual Estimate on the next available business day.

2. Within seven (7) calendar days following the public hearing, the City Council shall vote to adopt the Final Annual Budget.

Section 5. Implementation and Oversight. All officers, departments, and agencies of the City of Mount Vernon shall comply with the provisions of this Local Law and the amended Charter schedule. The Department of Finance shall provide administrative support and coordination to ensure the timely execution of each stage of the budget process.

Section 6. Effective Date. This Local Law shall take effect upon its adoption by the City Council and approval by the Board of Estimate and Contract and shall apply beginning with the preparation and adoption of the Fiscal Year 2026 Budget and for all subsequent fiscal years.

New matter underlined

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City of Mount Vernon, New York

Staff Report

1 ROOSEVELT SQ. RM.
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CITY HALL, MOUNT
VERNON, NEW YORK
10550
& VIA
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File #: TMP -1910

Agenda Date: 2/11/2026

Agenda #: 10.

City Council:

**AN ORDINANCE AUTHORIZING THE TRANSFER
AND CONSOLIDATION OF ONE (1) SENIOR ACCOUNT
CLERK POSITION AND ONE (1) SECRETARY POSITION
INTO THE TITLE OF ASSISTANT COMMISSIONER
OF PUBLIC WORKS, AMENDING THE 2026 FISCAL
YEAR SALARY SCHEDULE, AND GRANTING
A LEAVE OF ABSENCE**

Whereas, in correspondence dated February 5, 2026, the Commissioner of the Department of Public Works formally requested authorization for the transfer and consolidation of one (1) Senior Account Clerk position and one (1) Secretary position within the Department of Public Works into a single position titled Assistant Commissioner of Public Works, effective February 9, 2026, subject to approval by the Board of Estimate; and

Whereas, the Department of Public Works currently maintains authorized positions for one (1) Senior Account Clerk and one (1) Secretary within the Commissioner's Office; and

Whereas, the Department of Public Works continues to manage increasing administrative and financial complexity, including expanded compliance obligations, enhanced financial controls, interdepartmental coordination, extended operations, and emergency response responsibilities; and

Whereas, the Commissioner of Public Works has determined that consolidating the roles, duties, and responsibilities of the Senior Account Clerk and Secretary into a single executive-level administrative position will improve workflow efficiency, transparency, accountability for sensitive administrative and fiscal functions, and strategic support to the Commissioner; and

Whereas, the proposed consolidated position shall be titled Assistant Commissioner of Public Works; and

Whereas, sufficient funding exists within the Department of Public Works 2026 Fiscal Year adopted salary budget to support the creation of the Assistant Commissioner of Public Works position without the need for a transfer of funds; and

Whereas, the 2026 Fiscal Year adopted salary lines include:

- **Secretary** - Account A1490.101, Commissioner's Office (Salaries and Wages), \$60,000; and
- **Senior Account Clerk** - Account A1490.101, Commissioner's Office (Salaries and Wages), \$78,540; and

Whereas, there is a remaining balance of \$122,554.84 within said salary lines sufficient to

fund the proposed Assistant Commissioner of Public Works position; and

Whereas, the Assistant Commissioner of Public Works position shall be established at Grade 14 in accordance with the applicable CSEA Union agreement; and

Whereas, Ms. Lomari Payne currently serves as Senior Account Clerk and is qualified to fulfill the responsibilities of Assistant Commissioner of Public Works; and

Whereas, Ms. Lomari Payne is a member of Teamsters Local 456 and is eligible, pursuant to the applicable collective bargaining agreement, to receive a leave of absence to serve in a higher title; and

Whereas, the requested transfer and consolidation are proposed to be effective **February 9, 2026**, subject to approval by the City Council and authorization by the Board of Estimate;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Authorization of Position Transfer and Consolidation. The City Council hereby authorizes the transfer and consolidation of one (1) Senior Account Clerk position and one (1) Secretary position within the Department of Public Works into a single position titled Assistant Commissioner of Public Works, effective February 9, 2026, subject to approval by the Board of Estimate.

Section 2. Budget Determination. The City Council finds that sufficient funds exist within the Department of Public Works 2026 Fiscal Year adopted salary budget and that no transfer of funds is required to effectuate this Ordinance.

Section 3. Salary Amendment. The City Council hereby amends the 2026 Fiscal Year salary schedule as follows:

- **Secretary** - New Salary: \$1.00
- **Senior Account Clerk** - New Salary: \$1.00
- **Assistant Commissioner of Public Works** - New Salary: \$104,150.70, Grade 14, CSEA Union

Section 4. Leave of Absence. The City Council hereby grants Ms. Lomari Payne a one (1) year leave of absence from the civil service title of Senior Account Clerk in order to serve as Assistant Commissioner of Public Works, effective February 9, 2026, through February 8, 2027, in accordance with the Teamsters Local 456 collective bargaining agreement.

Section 5. Board of Estimate Authorization. This Ordinance shall be submitted to the Board of Estimate for approval and authorization as required by law.

Section 6. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

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



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

REVISED LETTER

February 5, 2026

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

Re: Ms. Lomari Payne - Promotion from Senior Account Clerk to Assistant Commissioner

Dear Honorable City Council Members,

I am writing to formally request approval to promote Ms. Lomari Payne, who currently serves as a Senior Account Clerk within the Department of Public Works, to the title of Assistant Commissioner of Public Works, effective February 9, 2026.

This position will be created by combining and consolidating the roles, duties, and responsibilities currently assigned to the Secretary and the Senior Account Clerk. The Department of Public Works continues to manage increasing administrative and financial complexity, including expanded compliance obligations, financial controls, and interdepartmental coordination tied to extended operations and emergency response. By consolidating responsibilities into a single executive-level administrative position, the Department will improve internal workflow efficiency, establish transparency, strengthen accountability for sensitive administrative and fiscal functions, and enhance strategic support to the Commissioner in a manner that exceeds the limitations of the existing separate roles.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds (N/A)

There is sufficient funding remaining 2026FY Salary Budget lines below, therefore a transfer of funds is not warranted for this acquisition.

Title	2026FY Adopted Salary
Secretary	A1490.101 Commissioner’s Office (Salaries and Wages) - \$60,000
Senior Account Clerk	A1490.101 Commissioner’s Office (Salaries and Wages) – 78,540

***There is \$122,554.84 remaining in both salary lines to cover the compensation for the new position**



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
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DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

Step 2 - Salary Amendment

The proposed promotion includes the following salary amendment to transfer the remaining salary for the Senior Account Clerk and Secretary to fund the Assistant Commissioner of Public Works at a Grade 14 in accordance with the CSEA Union, as follows:

Title	New Salary
Secretary	\$1.00
Senior Account Clerk	\$1.00
Assistant Commissioner of Public Works – Fund	\$104,150.70

Step 3 - Leave of Absence:

I respectfully request legislation from your Honorable Body granting a one (1) year leave of absence for Ms. Lomari Payne, **Senior Account Clerk** to fulfill the position of **Assistant Commissioner** within the Department of Public Works. Ms. Lomari Payne’s Leave of Absence will be effective from February 9, 2026, through February 8, 2026, in accordance with his Teamsters Local 456 Union Contract.

Step 4 – Salary Resolution - Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate, to coincide with this legislative request upon approval.

Thank you for consideration in this matter.

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB/db
Cc: Human Resources
File

Attachments: Assistant Commissioner of Public Works – Civil Service Job Specifications

ASSISTANT COMMISSIONER OF PUBLIC WORKS

DISTINGUISHING FEATURES OF THE CLASS: Under the general direction of the Commissioner, the incumbent will assist in confidential budgetary analysis, financial policy development, and monitoring financial compliance, including detailed financial review and evaluation of proposals referred to the Comptroller and Board of Estimates and Contracts. The incumbent will advise the Commissioner on actions related to financial impact, cost issues, budgetary compliance, and other cost/benefit implications. In addition, financial accounting and standardized application of functions such as account keeping, auditing, and related tasks. This requires the ability to handle highly sensitive and confidential information and analysis and involves effective working relationships with the Deputy Commissioner Infrastructure and Capital Improvements, the staff of the Finance Department and the Payroll Office, as well as other public officials in dealing with highly sensitive issues. Assists in the supervision of DPW Commissioners Office and Personnel; Does related duties as required.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY):

Assists the Commissioner with developing and recommending City financial and budget policies to the Board of Estimates for approval by the City Council; Under the direction of the Commissioner, monitor and ensure compliance of financial policies and procedures as directed by the City and approval by the City Council and Board of Estimates and Contracts; Analyzes and evaluates all submissions to the Comptroller and Board of Estimates and Contracts; Oversees and/or keeps time and records for projects and personnel; Coordinates personnel timekeeping records within Kronos or similar software; Keeps labor time and records for snow removal operations, and other extended operations such as emergencies and FEMA reimbursement documentation; Oversee and coordinate office administrative procedures and review, evaluate and implement new procedures; Maintain office files and records, ensuring they are up-to-date and properly managed, while perpetually ensuring data integrity and confidentiality; Receives remittances by mail or in person, verifies amount, computes interest and penalties, and posts to a book of original entry; Working across a spread spectrum of city departments regarding receiving and disbursing funds including Grants Team, Planning, Office of the Comptroller, and outside agencies such as United States Environmental Protection Agency, New York State Department of Environmental Conservation, and various and sundry grant funding streams.

REQUIRED KNOWLEDGE, SKILL AND ABILITIES: Candidates must have thorough knowledge of principles and practices of municipal finance, budgeting, accounting, fiscal controls, including fund accounting and grant management; must have thorough knowledge of governmental budget preparation, monitoring, and compliance, including familiarity with Board of Estimates and Contracts procedures; comptroller review processes, and City Council approval requirements; good knowledge of applicable federal, state, local laws, rules, and regulations affecting public works operations, labor reporting, payroll administration, and financial compliance. Including; must have the ability to analyze complex financial, budgetary, operational data and be able to prepare clear accurate reports and recommendations for executive-level decision-making; ability to interpret and evaluate financial proposals, contracts, and funding submissions for cost, compliance, and long-term fiscal impact; ability to handle highly sensitive and confidential information with discretion, integrity, and professionalism; ability to supervise, train, and evaluate clerical and professional staff, including the ability to recommend disciplinary action in accordance with established policies and collective bargaining agreements; ability to plan, coordinate, and

manage office operations to ensure efficiency, compliance, accuracy, and continuity of departmental administrative functions; ability to communicate effectively, both orally and in writing, with elected officials, department heads, staff, external agencies, and the public.; Must be able to establish and maintain effective working relationships with City departments, regulatory agencies, funding entities, and external stakeholders; Proficiency in maintaining accurate records, ensuring data integrity, and utilizing financial and administrative software systems; Must be able to respond effectively under pressure during emergencies, extended operations, and time-sensitive financial reporting periods; tact and courtesy; integrity; dependability; good judgment; initiative; resourcefulness; and physical condition commensurate with the demands of the position.

ACCEPTABLE EXPERIENCE AND TRAINING: Graduation from a New York State recognized College or University with Bachelor's Degree; PLUS three years of experience relatable to civil/municipal work one of which must have been in a supervisory/financial management experience and extensive dealing with the public.



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 -1941

Agenda Date: 2/25/2026

Agenda #: 11.

City Council:

**AN ORDINANCE AUTHORIZING THE
TRANSFER OF ONE (1) CODE ENFORCEMENT
OFFICER POSITION TO THE TITLE OF CODE
ENFORCEMENT COORDINATOR WITHIN
THE DEPARTMENT OF PUBLIC WORKS,
APPROVING A BUDGET TRANSFER, AMENDING
THE 2026 FISCAL YEAR SALARY SCHEDULE,
AND GRANTING A LEAVE OF ABSENCE**

Whereas, in correspondence dated February 5, 2026, the Commissioner of the Department of Public Works formally requested authorization of the transfer of one (1) Code Enforcement Officer position within the Department of Public Works to the title of Code Enforcement Coordinator, effective February 9, 2026, subject to approval by the Board of Estimate; and

Whereas, the City of Mount Vernon employs Code Enforcement Officers within the Department of Public Works to enforce local laws, ordinances, and public-safety regulations; and

Whereas, during the most recent enforcement period, the City's Code Enforcement process issued in excess of \$1.6 million in summonses and violations, representing an unprecedented level of compliance enforcement, revenue generation, and public-safety impact; and

Whereas, this volume and complexity of enforcement activity substantially exceeds the customary scope of an individual enforcement role and reflects responsibilities consistent with a program-level coordination position; and

Whereas, the Code Enforcement function now requires significant coordination among multiple intergovernmental and municipal entities, including the Department of Buildings, Police Department, Fire Department, Law Department, and the New York State Courts System; and

Whereas, the Commissioner of Public Works has determined that the transfer of one (1) Code Enforcement Officer position to the title of Code Enforcement Coordinator is necessary to ensure effective oversight, coordination, and accountability of enforcement operations; and

Whereas, funding for this action is available within the 2026 Fiscal Year adopted budget through a budget transfer within the Sanitation Department; and

Whereas, the current salary of \$73,818 for the Code Enforcement Officer is already budgeted within Account A8160.101 - Sanitation (Salaries and Wages); and

Whereas, an additional transfer of funds in the amount of \$1,586.25 is required to fully fund the Code Enforcement Coordinator position; and

Whereas, Mr. Jawwad Abdul-Halim is currently employed as a Code Enforcement Officer, is qualified to serve as Code Enforcement Coordinator, and is a member of Teamsters Local 456; and

Whereas, pursuant to the applicable collective bargaining agreement, Mr. Abdul-Halim is eligible for a leave of absence to serve in a higher title; and

Whereas, the requested transfer and promotion are proposed to be effective February 9, 2026, subject to approval by the City Council and authorization by the Board of Estimate;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON:

Section 1. Authorization of Position Transfer. The City Council hereby authorizes the transfer of one (1) Code Enforcement Officer position within the Department of Public Works to the title of Code Enforcement Coordinator, effective February 9, 2026, subject to approval by the Board of Estimate.

Section 2. Budget Transfer Authorization. The City Council hereby authorizes the following 2026 Fiscal Year budget transfer:

- **From:** A8160.203 - Sanitation (Equipment)
- **To:** A8160.101 - Sanitation (Salaries and Wages)
- **Amount:** \$1,586.25

Section 3. Salary Amendment. The City Council hereby amends the 2026 Fiscal Year salary schedule as follows:

- **Code Enforcement Officer** - New Salary: \$1.00
- **Code Enforcement Coordinator** - New Salary: \$75,069.64

Section 4. Leave of Absence. The City Council hereby grants Mr. Jawwad Abdul-Halim a one (1) year leave of absence from the civil service title of Code Enforcement Officer in order to serve as Code Enforcement Coordinator, effective February 9, 2026, through February 8, 2027, in accordance with the Teamsters Local 456 collective bargaining agreement.

Section 5. Board of Estimate Authorization. This Ordinance shall be submitted to the Board of Estimate for approval and authorization as required by law.

Section 6. Severability. If any provision of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining provisions.

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



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

REVISED LETTER

February 5, 2026

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

Re: Mr. Jawwad Abdul-Halim - Promotion from Code Enforcement Officer to Code Enforcement Coordinator

Dear Honorable City Council Members,

I am writing to formally request approval to promote Mr. Jawwad Abdul-Halim, who currently serves as a Code Enforcement Officer within the Department of Public Works, to the title of Tree Trimmer, effective February 9, 2026.

Over the most recent enforcement period, the current Code Enforcement Officer has issued more than \$1.6 million in summonses and violations (*please see attached report*), representing an unprecedented level of compliance enforcement, revenue generation, and public-safety impact for the City. This level of output significantly exceeds the customary scope of an individual enforcement role and reflects responsibilities more consistent with a program-level position.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds

Funding for this acquisition is available via the following 2026FY Budget Transfer.

From	To
A8160.203 Sanitation (Equipment) - \$1,586.25	A8160.101 Sanitation (Salaries and Wages) - \$1,586.25

***The current salary of \$73,818 for Code Enforcement Officer is already budgeted within A8160.101 Sanitation (Salaries and Wages), therefore there is no need to transfer these funds.**



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

Step 2 - Salary Amendment

The proposed promotion includes the following salary amendment to transfer the remaining salary for the Code Enforcement Officer to fund the Code Enforcement Coordinator, as follows:

Title	New Salary
Code Enforcement Officer	\$1.00
Code Enforcement Coordinator – Fund	\$75,069.64

Step 3 - Leave of Absence:

I respectfully request legislation from your Honorable Body granting a one (1) year leave of absence for Mr. Jawwad Abdul-Halim, **Code Enforcement Officer** to fulfill the position of **Code Enforcement Coordinator** within the Department of Public Works. Mr. Abdul-Halim’s Leave of Absence will be effective from February 9, 2026, through February 8, 2027, in accordance with his Teamsters Local 456 Union Contract.

Step 4 – Salary Resolution - Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate, to coincide with this legislative request upon approval.

Thank you for consideration in this matter.

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB/db
Cc: Human Resources
File

Attachments: Code Enforcement Report
Code Enforcement Coordinator – Civil Service Job Specifications

CODE ENFORCEMENT COORDINATOR

DEPARTMENT OF PUBLIC WORKS

DISTINGUISHING FEATURES OF THE CLASS; Under the direction of the Commissioner and/or Deputy Commissioner of Public Works, the incumbent is responsible for coordinating, administering the supporting the municipal code enforcement compliance activities as they relate to public works operations, infrastructure, sanitation, legal dumping, property maintenance, abandoned vehicles, and quality-of-life conditions. This position focuses on field operations, interdepartmental coordination, compliance tracking, court support and community response. The role supports operational continuity by assisting with inspections, responding to complaints, preparing enforcement documentation, coordinating with legal counsel and representing the department at court hearings, public hearings and during after-hour weekend operations as required. Does related work as required.

EXAMPLES OF WORK; (Illustrative only)

Conduct field inspections and follow-up investigations related to complaints and observed violations impacting public health, safety and quality of life;
Prepare inspection reports, notices of violations, affidavits, summonses, photographic documentation and related enforcement records;
Coordinate with the City Law Department to prepare cases for administrative or municipal court proceedings;
Attend and testify at court hearings regarding code enforcement and compliance matters as required;
Track compliance timelines, court outcomes and corrective actions using case management or work-order software;
Coordinate enforcement activity with DPW divisions, Police Department, Fire Department, Buildings and Planning and external agencies as appropriate;
Participate in community meetings, public forums and outreach initiatives to explain code requirements and compliance processes;
Assist in evaluating operational challenges and recommending procedural improvements related to enforcement workflows;
Support data collection and reporting on enforcement activity, response times and compliance outcomes.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Candidates must have good knowledge of municipal codes, ordinances, public works regulations and procedures; must have knowledge of inspection techniques, documentation standards and court preparation and practices; must be able to interpret and apply laws, regulations and departmental practices; must have the ability to communicate clearly and effectively, both orally and in writing, including testimony in court settings; must have the ability to work collaboratively with multiple

departments and external agencies; must have the ability to exercise a high degree of independent sound judgment, tact and courtesy and professionalism; candidates must be able to organize work, maintain accurate records and meet deadlines; must have proficiency in the use of computers and case-management or work-order software and physical condition commensurate with the demands of the position.

ACCEPTABLE TRAINING AND EXPERIENCE;

Completion of a high school diploma or possession of an equivalency diploma issued by the New York State Education Department; PLUS two years of experience as a Code Enforcement Officer and extensive dealing with the public.

SPECIAL REQUIREMENTS:

- 1) Must be able to work weekend, holiday and after hour operations when required.
- 2) Must have a valid New York State Drivers License.
- 3) Must have a New York State Code Enforcement Certification.

Adopted

CSC

7/24/2026



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 -1957

Agenda Date: 2/17/2026

Agenda #: 12.

Board of Estimate and Contract:

A RESOLUTION AUTHORIZING PAYMENT FOR NYSBOC ANNUAL MEMBERSHIP AND CONFERENCE TRAINING FOR FOURTEEN (14) CODE ENFORCEMENT OFFICERS

WHEREAS, the City Council, by Ordinance No. 13, adopted on December 10, 2025, approved the attendance of fourteen (14) Code Enforcement Officers at the New York State Building Officials Conference (NYSBOC) Annual Conference for mandatory service training; and

WHEREAS, the NYSBOC Annual Conference provides the required professional development and service training necessary to maintain certification and compliance with New York State Building Code requirements; and

WHEREAS, the four (4) day conference is scheduled for February 24th & 25th, 2026, and March 25th & 26th, 2026, between the hours of 8:30 a.m. and 4:30 p.m.; and

WHEREAS, the Annual Membership and Conference registration cost is Three Hundred Fifty Dollars (\$350.00) per member, for a total cost not to exceed Four Thousand Nine Hundred Dollars (\$4,900.00) for fourteen (14) members; and

WHEREAS, funds for said training are available within the Austerity Budget and have been identified for this purpose; NOW, THEREFORE, BE IT

RESOLVED, that an Ordinance adopted by the City Council on December 10, 2025, and signed by the Mayor on December 11, 2025, authorizing the attendance of fourteen (14) Code Enforcement Officers at the New York State Building Officials Conference (NYSBOC) Annual Conference for mandatory service training; BE IT FURTHER

RESOLVED, that the Board of Estimate & Contract hereby authorizes payment for the Annual Membership and Conference registration fees for fourteen (14) Code Enforcement Officers to attend the NYSBOC four-day mandatory service training conference on the dates specified herein; and

RESOLVED, that the total expenditure shall not exceed Four Thousand Nine Hundred Dollars (\$4,900.00), payable to the New York State Building Officials Conference (NYSBOC); and BE IT FURTHER

RESOLVED, that the Comptroller is hereby authorized and directed to make payment for said expenses from the Austerity Budget Code A1030.402 upon submission of proper documentation and in accordance with applicable purchasing and fiscal procedures; be, and the same is hereby approved.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Patrick Holder
- **Title:** Commissioner
- **Department:** Department of Buildings

Travel Details

- **Destination (City/State):** White Plains, NY
- **Purpose of Travel:** Conference and Training
- **Conference / Training / Meeting Name:** 2026 NYSBOC
- **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

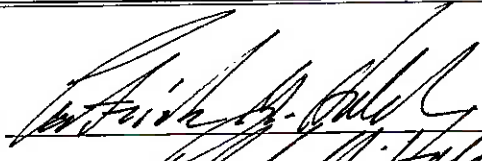
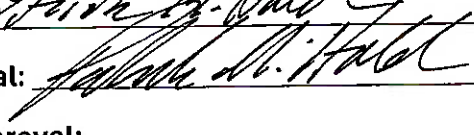
- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement Officer license
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  Date: 1/30/26
Department Head Approval:  Date: 1/30/26
Finance / Comptroller Approval: _____ Date: _____
Mayor Approval: _____ Date: _____
Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: Hedize MAMAK
- Title: 1st Deputy Commissioner
- Department: Department of Buildings

Travel Details

- Destination (City/State): County Center / White Plains, NY
- Purpose of Travel: 2026 CEO Training
- Conference / Training / Meeting Name: 2026 NYSCOR
- Travel Dates (From - To): 2/24/2026 and 2/25/2026
3/25/2026 and 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

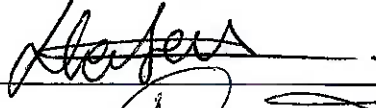
- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
o Yes No
o If yes, specify certification/license: CEO / code Enforcement Official certification
- Is this travel required as a result of an audit finding or corrective action plan?
o Yes No
o If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
o Yes No
o If yes, identify funding source: _____
- **Additional Justification (if applicable):**

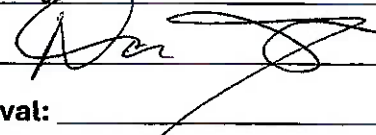
Estimated Travel Costs

- **Registration / Tuition:** \$ 350.00
- **Transportation (Air/Rail/Auto):** \$ _____
- **Lodging:** \$ _____
- **Meals & Incidentals:** \$ _____
- **Other (Specify):** \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  **Date:** 1/29/26

Department Head Approval:  **Date:** 1/29/26

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Dawn Asbury
 - **Title:** 2nd Deputy Commissioner
 - **Department:** Buildings
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Training
 - **Conference / Training / Meeting Name:** NYSBOC
 - **Travel Dates (From – To):** 2/24 - 2/25 & 3/25 - 3/26
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Certified Code Official
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

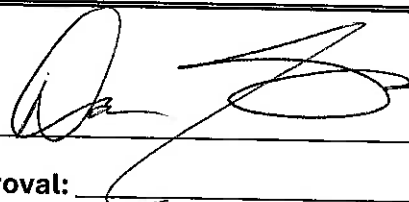
-

Estimated Travel Costs

- **Registration / Tuition:** \$ 350.00
- **Transportation (Air/Rail/Auto):** \$ _____
- **Lodging:** \$ _____
- **Meals & Incidentals:** \$ _____
- **Other (Specify):** \$ _____

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  _____ **Date:** 1/30/20

Department Head Approval: _____ **Date:** _____

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Malachi Roebuck
- **Title:** Commissioner
- **Department:** Department of Buildings

Travel Details

- **Destination (City/State):** White Plains, NY
- **Purpose of Travel:** Conference and Training
- **Conference / Training / Meeting Name:** 2026 NYSBOC
- **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:


- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement Officer license
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  Date: 1-30-26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: ROBERTO AMIGON
- Title: BUILDING INSPECTOR
- Department: BUILDING

Travel Details

- Destination (City/State): WHITE PLAINS/NEW YORK
- Purpose of Travel: TRAINING
- Conference / Training / Meeting Name: NESBOC
- Travel Dates (From - To): FEB 24-25

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
 Yes No
o If yes, specify certification/license: _____
- Is this travel required as a result of an audit finding or corrective action plan?
 Yes No
o If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 Yes No
o If yes, identify funding source: _____
- Additional Justification (if applicable):

Estimated Travel Costs

- Registration / Tuition: \$ _____
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature: ROBERTO AMARAL Date: 1-30-26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Kathy Porter
 - **Title:** Commissioner
 - **Department:** Department of Buildings
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Conference and Training
 - **Conference / Training / Meeting Name:** 2026 NYSBOC
 - **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement / Housing Inspector license
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

-

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Kathy Porter

Employee Signature: _____ Date: 1/30/2026

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: Kim Knolls
- Title: Housing Inspector
- Department: Department of Buildings

Travel Details

- Destination (City/State): White Plains, NY
- Purpose of Travel: Inservice
- Conference / Training / Meeting Name: _____
- Travel Dates (From - To): 2/24/26 - 2/25/26

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

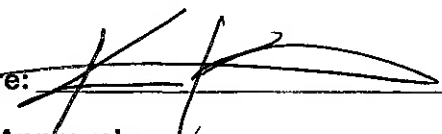
- Is this travel a requirement of your job duties?
 - Yes No
- Is this travel required to maintain a professional license or certification?
 - Yes No
 - If yes, specify certification/license: Code Enforcement Certification
- Is this travel required as a result of an audit finding or corrective action plan?
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 - Yes No
 - If yes, identify funding source: _____
- Additional Justification (if applicable): _____

Estimated Travel Costs

- Registration / Tuition: \$ 350
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ N/A
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350

Approvals

Employee Signature:  Date: 1/30/26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Vittorio Ciraco, R.A., CEO
 - **Title:** CEO
 - **Department:** Buildings
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Code Classes
 - **Conference / Training / Meeting Name:** NYSBOC Conferences
 - **Travel Dates (From – To):** 2/24 & 2/25/2026, 3/25 & 3/26/2026
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: NYS Code Enforcement Officer
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**
NO
-

Estimated Travel Costs

- **Registration / Tuition:** \$ 350
- **Transportation (Air/Rail/Auto):** \$ 0
- **Lodging:** \$ 0
- **Meals & Incidentals:** \$ 0
- **Other (Specify):** \$ 0

Total Estimated Cost: \$ 350

Approvals

Employee Signature: Vittorio Ciraco Jr Digitally signed by Vittorio Ciraco Jr
Date: 2026.01.30 09:16:16 -05'00' **Date:** 1-30-26

Department Head Approval: _____ **Date:** _____

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** ALEXSANDER TONELLI
 - **Title:** CODE ENFORCEMENT OFFICER
 - **Department:** BUILDING DEPARTMENT
-

Travel Details

- **Destination (City/State):** WHITE PLAINS, NY
 - **Purpose of Travel:** CONFERENCE AND TRAINING
 - **Conference / Training / Meeting Name:** 2026 NYSBOC
 - **Travel Dates (From – To):** 02/24-02/25 - 03/25-03/26 (2026)
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: CODE AND BUILDING INSPECTOR TRAINING
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

-

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ INCLUDED
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature: Alexsander Tonelli Digitally signed by Alexsander Tonelli
Date: 2026.01.30 09:57:20 -05'00' Date: 01/30/2026

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Omondi Odera
- **Title:** Building / Elevator Inspector
- **Department:** Buildings

Travel Details

- **Destination (City/State):** White Plains
- **Purpose of Travel:** Code Classes
- **Conference / Training / Meeting Name:** NYSBOC
- **Travel Dates (From – To):** February, 24th & 25 March 25th & 26th

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: NYS Code Enforcement Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**
N/A

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ _____

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:

Shondi Barber

Date:

01/30/2026

Department Head Approval: _____

Date: _____

Finance / Comptroller Approval: _____

Date: _____

Mayor Approval: _____

Date: _____

Council President Approval: _____

Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Chimezie Ihedioha
- **Title:** Building Inspector
- **Department:** Buildings

Travel Details

- **Destination (City/State):** County Center, White Plains, NY
- **Purpose of Travel:** 2026 NYSBOC Conference
- **Conference / Training / Meeting Name:** 2026 NYSBOC Conference
- **Travel Dates (From – To):** 2/24/2026, 2/25/2026, 3/25/2026, 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:


- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: CEO Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**


Estimated Travel Costs

- **Registration / Tuition:** \$ 350.00
- **Transportation (Air/Rail/Auto):** \$ _____
- **Lodging:** \$ _____
- **Meals & Incidentals:** \$ _____
- **Other (Specify):** \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  **Date:** 1/28/2026

Department Head Approval:  **Date:** 1/28/26

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Lakia Perkins
- **Title:** Housing Inspector
- **Department:** DOB

Travel Details

- **Destination (City/State):** County Center / White Plains, NY
- **Purpose of Travel:** 2026 CEO Training
- **Conference / Training / Meeting Name:** 2026 NYSCOB
- **Travel Dates (From – To):** 2/24/2026 & 2/25/2026 - 3/25/2026 & 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 Yes No
- **Is this travel required to maintain a professional license or certification?**
 Yes No
 If yes, specify certification/license: CEO/Code Enforcement Official Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 Yes No
 If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 Yes No
 If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  Date: 1/28/2026

Department Head Approval:  Date: 1/28/26

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Jamie Pessin
 - **Title:** Code Enforcement Manager
 - **Department:** Buildings
-
-

Travel Details

- **Destination (City/State):** White Plains
 - **Purpose of Travel:** Training to keep state certification
 - **Conference / Training / Meeting Name:** Conference
 - **Travel Dates (From – To):** Feb 24, Feb 25, March 25, March 26
-
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: New York State Code Enforcement
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

-

Estimated Travel Costs

- **Registration / Tuition:** \$ 350
- **Transportation (Air/Rail/Auto):** \$ 0
- **Lodging:** \$ 0
- **Meals & Incidentals:** \$ 0
- **Other (Specify):** \$ 0

Total Estimated Cost: \$ _____

Approvals

Employee Signature: Jamie Pessin Digitally signed by Jamie Pessin
Date: 2026.01.29 16:02:58 -06'00' **Date:** 1/29/2026

Department Head Approval: _____ **Date:** _____

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: JOHN D. ROYCE
- Title: Plbg Supt.
- Department: DOB

Travel Details

- Destination (City/State): White Plains
- Purpose of Travel: Code CLASS
- Conference / Training / Meeting Name: NYSBOC
- Travel Dates (From - To): 2/24-25/26 3/25-24/26

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

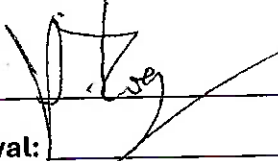
- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
 Yes No
 If yes, specify certification/license: Code Enforcement officer / Plumbing License
- Is this travel required as a result of an audit finding or corrective action plan?
 Yes No
 If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 Yes No
 If yes, identify funding source: _____
- Additional Justification (if applicable):

Estimated Travel Costs

- Registration / Tuition: \$ _____
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  Date: 1/30/26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

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CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall – One Roosevelt Square, Room 210
Mount Vernon, NY 10550

Patrick G. Holder, R.A.
Commissioner

January 7, 2026

The Honorable City Council of the City of Mount Vernon
City Hall
1 Roosevelt Square
Mount Vernon, New York 10550

THROUGH THE OFFICE OF THE MAYOR

Dear Honorable City Council Members:

Re: Annual NYSBOC Conference

I am respectfully requesting that the Municipal Code Enforcement Official's attend the required New York Buildings Officials Conference (NYSBOC). The mandatory NYSBOC 4-day conference for service training will be held at the Westchester County Center on February 24th & 25th, March 25th & 26th of 2026 between the hours of 8:30am and 4:30pm respectively. There will be 14 Code Enforcement Officers in attendance, listed below.

- Patrick Holder Omondi Odera Aleksander Tonelli Dawn Asbury
- Hediye Mamak Chimezie Ihedioha Vittorio Ciraco John Royce
- Kim Knotts Roberto Amigon Malachi Roebuck
- Kathy Porter Jamie Pessin Lakia Perkins

Code Enforcement Officials are required to complete 24 hours of In-Service training each calendar year. (January 1 to December 31). 12 of these hours must be obtained by completing training courses that are approved by the Department of State, Division of Building Standards and Codes (DBSC). Of the 12 hours of approved courses: at least 3 hours must be obtained in Topic 1, Code Enforcement and Administrative (19 NYCRR 1208-3 (b) (1)); at least 3 hours must be obtained in Topic 2, Uniform Fire Prevention and Building Code (19 NYCRR1208-3.3(c) ill); and at least 3 hours must be obtained in Topic 3, Energy Conversation Code (19 NYCRR 1208- 3.3(c) (2)).

A maximum of 12 hours of Professional Development Electives may be applied toward the 24-hour annual In-Service training. The Annual Membership and Conference cost for this is \$350.00 per member and is not expected to exceed \$350.00 for 1 Code Enforcement Official. Monies are available under Budget Code A.3620.451 (Membership and Dues) Transportation will be provided motor pool vehicles.

Patrick G. Holder, Commissioner

Department of Buildings
cc: Mayor, Corporate Counsel, City Clerk, The Comptroller

"The Jewel of Westchester"

13

AN ORDINANCE AUTHORIZING THE ADOPTION OF AN AUSTERITY BUDGET FRAMEWORK AND ESTABLISHING CENTRALIZED EXPENDITURE CONTROLS FOR TRAVEL, MEMBERSHIP DUES, TRAINING, AND EDUCATION

Whereas, in correspondence dated December 2, 2025, the Comptroller formally requested authorization for the City of Mount Vernon to adopt an Austerity Budget Framework for the upcoming fiscal year. Under this framework, departmental expenditures shall be limited to essential and mission-critical operations necessary to maintain core municipal services. All non-essential or discretionary spending shall be curtailed unless expressly authorized under the procedures established herein; and

Whereas, the City of Mount Vernon continues to face persistent revenue shortfalls, including declining sales and use tax receipts, and prior fiscal operations have failed to realize projected revenues; and

Whereas, the Comptroller's Office has recommended the implementation of an Austerity Budget Framework for the upcoming fiscal year to ensure that departmental spending is limited to essential and mission-critical functions necessary to maintain core municipal services; and

Whereas, the Comptroller further recommends removing individual departmental budget lines for Travel, Membership Dues, and Training and Education, and consolidating these categories into a single centralized budget line under the oversight of the Board of Estimate and Contract, in order to strengthen fiscal discipline and provide a more transparent and efficient method for tracking discretionary expenditures; and

Whereas, the City Council recognizes the need to enhance budgetary controls over discretionary spending—including travel, membership dues, training, education, overtime, equipment, and related categories—to ensure compliance with fiscal constraints and promote improved financial oversight; and

Whereas, adoption of these measures will promote responsible financial management, support long-term fiscal stability, and allow for more accurate assessment of departmental needs in the development of future budgets; now, therefore,

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. Adoption of the Austerity Budget Framework. The City of Mount Vernon hereby adopts an Austerity Budget Framework for the upcoming fiscal year. Under this framework, departmental expenditures shall be limited to essential and mission-critical operations necessary to maintain core municipal services. All non-essential or discretionary spending shall be curtailed unless expressly authorized under the procedures established herein.

Section 2. Centralization of Travel, Membership Dues, Training, and Education Budget Lines.

- A. All departmental budget lines for Travel, Membership Dues, and Training and Education are hereby eliminated for the duration of the Austerity Budget Framework.
- B. These categories shall be consolidated into a single, centralized budget line to be administered under the direct oversight of the Board of Estimate and Contract.
- C. The consolidated budget line shall function in a manner similar to the contingency account and shall be subject to all applicable procurement, authorization, and reporting requirements.

13

13

Section 3. Expenditure Request and Approval Procedure.

A. Any departmental request for expenditures relating to Travel, Membership Dues, Training, or Education shall first be submitted to the Finance Office.

B. The Finance Office shall conduct a review of the request and issue a written recommendation to the Board of Estimate and Contract.

C. During the period of the Austerity Budget Framework, the City Council hereby authorizes the Board of Estimate and Contract to convene meetings and take action on such requests in accordance with established procurement policies and procedures.

Section 4. Enhanced Monitoring of Discretionary Expenditures. The Comptroller and Finance Office is hereby directed to implement enhanced monitoring of designated discretionary expenditure categories—including overtime, equipment, and other non-essential operational costs—during the period of austerity budgeting. The Finance Office shall provide periodic reports to the City Council summarizing spending trends, fiscal impacts, and compliance with this Ordinance.

Section 5. Purpose and Intent. The purpose of this Ordinance is to strengthen fiscal controls, ensure the efficient and purposeful use of public funds, and support the City's efforts to restore financial stability while maintaining essential municipal services.

Section 6. Severability. If any clause, sentence, paragraph, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, 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 and Contract.

Vote Taken As Follows 12/10/25

Boxhill: Yea Gleason: Yea

Poteat: Yea Thompson: Yea

Browne: Abstain Ordinance Adopted

APPROVED AS TO FORM
[Signature]
Assistant Corporation Counsel
APPROVED
DEC 11 2025
Date
[Signature]
Mayor

[Signature]
Councilperson
THIS ORDINANCE
ADOPTED BY CITY COUNCIL
[Signature]
President
[Signature]
City Clerk



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Patrick Holder
 - **Title:** Commissioner
 - **Department:** Department of Buildings
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Conference and Training
 - **Conference / Training / Meeting Name:** 2026 NYSBOC
 - **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement Officer license
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

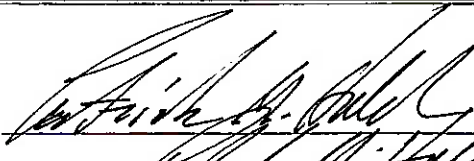
-

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  Date: 1/30/26

Department Head Approval:  Date: 1/30/26

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: Hediye MAMAK
- Title: 1st Deputy Commissioner
- Department: Department of Buildings

Travel Details

- Destination (City/State): County Center / White Plains, NY
- Purpose of Travel: 2026 CEO Training
- Conference / Training / Meeting Name: 2026 NYSCOR
- Travel Dates (From - To): 2/24/2026 and 2/25/2026
3/25/2026 and 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

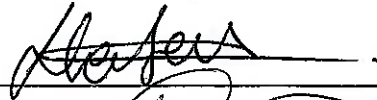
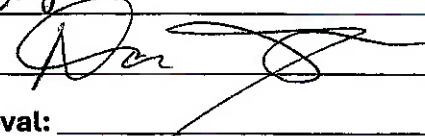
- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
o Yes No
o If yes, specify certification/license: CEO / code Enforcement Official certification
- Is this travel required as a result of an audit finding or corrective action plan?
o Yes No
o If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
o Yes No
o If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  Date: 1/29/26
Department Head Approval:  Date: 1/29/26
Finance / Comptroller Approval: _____ Date: _____
Mayor Approval: _____ Date: _____
Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Dawn Asbury
- **Title:** 2nd Deputy Commissioner
- **Department:** Buildings

Travel Details

- **Destination (City/State):** White Plains, NY
- **Purpose of Travel:** Training
- **Conference / Training / Meeting Name:** NYSBOC
- **Travel Dates (From – To):** 2/24 - 2/25 & 3/25 - 3/26

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:


- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Certified Code Official
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- **Registration / Tuition:** \$ 350.00
- **Transportation (Air/Rail/Auto):** \$ _____
- **Lodging:** \$ _____
- **Meals & Incidentals:** \$ _____
- **Other (Specify):** \$ _____

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  _____ **Date:** 1/30/20

Department Head Approval: _____ **Date:** _____

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Malachi Roebuck
- **Title:** Commissioner
- **Department:** Department of Buildings

Travel Details

- **Destination (City/State):** White Plains, NY
- **Purpose of Travel:** Conference and Training
- **Conference / Training / Meeting Name:** 2026 NYSBOC
- **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:


- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement Officer license
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature:  Date: 1-30-26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: ROBERTO AMIGON
- Title: BUILDING INSPECTOR
- Department: BUILDING

Travel Details

- Destination (City/State): WHITE PLAINS/NEW YORK
- Purpose of Travel: TRAINING
- Conference / Training / Meeting Name: NESBOC
- Travel Dates (From - To): FEB 24 - 25

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
 Yes No
○ If yes, specify certification/license: _____
- Is this travel required as a result of an audit finding or corrective action plan?
 Yes No
○ If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 Yes No
○ If yes, identify funding source: _____
- Additional Justification (if applicable):

Estimated Travel Costs

- Registration / Tuition: \$ _____
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature: ROBERTO AM... Date: 1-30-26
Department Head Approval: _____ Date: _____
Finance / Comptroller Approval: _____ Date: _____
Mayor Approval: _____ Date: _____
Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Kathy Porter
 - **Title:** Commissioner
 - **Department:** Department of Buildings
-
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Conference and Training
 - **Conference / Training / Meeting Name:** 2026 NYSBOC
 - **Travel Dates (From – To):** 02/24-02/25-03/25-03/26 (2026)
-
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: Code Enforcement / Housing Inspector license
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

-

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals *Kathy Porter*
Employee Signature: _____ Date: 1/30/2026
Department Head Approval: _____ Date: _____
Finance / Comptroller Approval: _____ Date: _____
Mayor Approval: _____ Date: _____
Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: Kim Knolls
- Title: Housing Inspector
- Department: Department of Buildings

Travel Details

- Destination (City/State): White Plains, NY
- Purpose of Travel: Inservice
- Conference / Training / Meeting Name: _____
- Travel Dates (From - To): 2/24/26 - 2/25/26

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:


- Is this travel a requirement of your job duties?
 - Yes No
- Is this travel required to maintain a professional license or certification?
 - Yes No
 - If yes, specify certification/license: Code Enforcement Certification
- Is this travel required as a result of an audit finding or corrective action plan?
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 - Yes No
 - If yes, identify funding source: _____
- Additional Justification (if applicable): _____

Estimated Travel Costs

- Registration / Tuition: \$ 350
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ N/A
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350

Approvals

Employee Signature:  Date: 1/30/24

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Vittorio Ciraco, R.A., CEO
 - **Title:** CEO
 - **Department:** Buildings
-

Travel Details

- **Destination (City/State):** White Plains, NY
 - **Purpose of Travel:** Code Classes
 - **Conference / Training / Meeting Name:** NYSBOC Conferences
 - **Travel Dates (From – To):** 2/24 & 2/25/2026, 3/25 & 3/26/2026
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: NYS Code Enforcement Officer
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**
NO
-

Estimated Travel Costs

- **Registration / Tuition:** \$ 350
- **Transportation (Air/Rail/Auto):** \$ 0
- **Lodging:** \$ 0
- **Meals & Incidentals:** \$ 0
- **Other (Specify):** \$ 0

Total Estimated Cost: \$ 350

Approvals

Employee Signature: Vittorio Ciraco Jr Digitally signed by Vittorio Ciraco Jr
Date: 2026.01.30 09:18:16 -05'00' **Date:** 1-30-26

Department Head Approval: _____ **Date:** _____

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** ALEXSANDER TONELLI
- **Title:** CODE ENFORCEMENT OFFICER
- **Department:** BUILDING DEPARTMENT

Travel Details

- **Destination (City/State):** WHITE PLAINS, NY
- **Purpose of Travel:** CONFERENCE AND TRAINING
- **Conference / Training / Meeting Name:** 2026 NYSBOC
- **Travel Dates (From – To):** 02/24-02/25 - 03/25-03/26 (2026)

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: CODE AND BUILDING INSPECTOR TRAINING
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ N/A
- Lodging: \$ N/A
- Meals & Incidentals: \$ INCLUDED
- Other (Specify): \$ N/A

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature: Alexsander Tonelli Digitally signed by Alexsander Tonelli
Date: 2026.01.30 09:57:20 -05'00' Date: 01/30/2026

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Omondi Odera
- **Title:** Building / Elevator Inspector
- **Department:** Buildings

Travel Details

- **Destination (City/State):** White Plains
- **Purpose of Travel:** Code Classes
- **Conference / Training / Meeting Name:** NYSBOC
- **Travel Dates (From – To):** February, 24th & 25 March 25th & 26th

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: NYS Code Enforcement Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**
N/A

Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ N/A
- Meals & Incidentals: \$ Included
- Other (Specify): \$ _____

Total Estimated Cost: \$ 350.00

Approvals

Employee Signature: *Bronchi Bdera* Date: 01/30/2026
Department Head Approval: _____ Date: _____
Finance / Comptroller Approval: _____ Date: _____
Mayor Approval: _____ Date: _____
Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Chimezie Ihedioha
- **Title:** Building Inspector
- **Department:** Buildings

Travel Details

- **Destination (City/State):** County Center, White Plains, NY
- **Purpose of Travel:** 2026 NYSBOC Conference
- **Conference / Training / Meeting Name:** 2026 NYSBOC Conference
- **Travel Dates (From – To):** 2/24/2026, 2/25/2026, 3/25/2026, 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

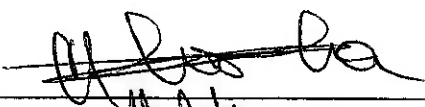
- **Is this travel a requirement of your job duties?**
 - Yes No
- **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: CEO Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
- **Additional Justification (if applicable):**

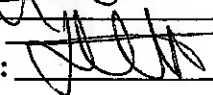
Estimated Travel Costs

- **Registration / Tuition:** \$ 350.00
- **Transportation (Air/Rail/Auto):** \$ _____
- **Lodging:** \$ _____
- **Meals & Incidentals:** \$ _____
- **Other (Specify):** \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  **Date:** 1/28/2026

Department Head Approval:  **Date:** 1/28/26

Finance / Comptroller Approval: _____ **Date:** _____

Mayor Approval: _____ **Date:** _____

Council President Approval: _____ **Date:** _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Lakia Perkins
- **Title:** Housing Inspector
- **Department:** DOB

Travel Details

- **Destination (City/State):** County Center / White Plains, NY
- **Purpose of Travel:** 2026 CEO Training
- **Conference / Training / Meeting Name:** 2026 NYSCOB
- **Travel Dates (From – To):** 2/24/2026 & 2/25/2026 - 3/25/2026 & 3/26/2026

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 Yes No
- **Is this travel required to maintain a professional license or certification?**
 Yes No
 If yes, specify certification/license: CEO/Code Enforcement Official Certification
- **Is this travel required as a result of an audit finding or corrective action plan?**
 Yes No
 If yes, identify audit or corrective action plan: _____
- **Is this travel funded by an external source or sponsorship?**
 Yes No
 If yes, identify funding source: _____
- **Additional Justification (if applicable):**

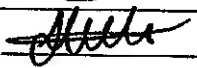
Estimated Travel Costs

- Registration / Tuition: \$ 350.00
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  Date: 1/28/2026

Department Head Approval:  Date: 1/28/26

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- **Employee Name:** Jamie Pessin
 - **Title:** Code Enforcement Manager
 - **Department:** Buildings
-
-

Travel Details

- **Destination (City/State):** White Plains
 - **Purpose of Travel:** Training to keep state certification
 - **Conference / Training / Meeting Name:** Conference
 - **Travel Dates (From – To):** Feb 24, Feb 25, March 25, March 26
-
-

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

- **Is this travel a requirement of your job duties?**
 - Yes No
 - **Is this travel required to maintain a professional license or certification?**
 - Yes No
 - If yes, specify certification/license: New York State Code Enforcement
 - **Is this travel required as a result of an audit finding or corrective action plan?**
 - Yes No
 - If yes, identify audit or corrective action plan: _____
 - **Is this travel funded by an external source or sponsorship?**
 - Yes No
 - If yes, identify funding source: _____
 - **Additional Justification (if applicable):**

-

Estimated Travel Costs

- Registration / Tuition: \$ 350
- Transportation (Air/Rail/Auto): \$ 0
- Lodging: \$ 0
- Meals & Incidentals: \$ 0
- Other (Specify): \$ 0

Total Estimated Cost: \$ _____

Approvals

Employee Signature: Jamie Pessin Digitally signed by Jamie Pessin
Date: 2026.01.29 16:02:58 -05'00' Date: 1/29/2026

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

Submission of this form does not constitute approval. Travel may not be booked until all required approvals are obtained.



City of Mount Vernon

Travel and Training Request Form

Employee Information

- Employee Name: JOHN D. ROYCE
- Title: PLbg Supt.
- Department: DOB

Travel Details

- Destination (City/State): White Plains
- Purpose of Travel: Code CLASS
- Conference / Training / Meeting Name: NYSBOC
- Travel Dates (From - To): 2/24-25/26 3/25-24/26

Travel Justification (Check all that apply)

Please answer the following questions to support the necessity of this travel request:

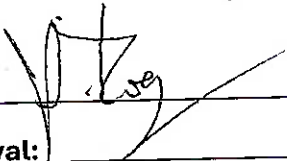
- Is this travel a requirement of your job duties?
 Yes No
- Is this travel required to maintain a professional license or certification?
 Yes No
 If yes, specify certification/license: Code Enforcement officer / Plumbing License
- Is this travel required as a result of an audit finding or corrective action plan?
 Yes No
 If yes, identify audit or corrective action plan: _____
- Is this travel funded by an external source or sponsorship?
 Yes No
 If yes, identify funding source: _____
- **Additional Justification (if applicable):**

Estimated Travel Costs

- Registration / Tuition: \$ _____
- Transportation (Air/Rail/Auto): \$ _____
- Lodging: \$ _____
- Meals & Incidentals: \$ _____
- Other (Specify): \$ _____

Total Estimated Cost: \$ _____

Approvals

Employee Signature:  _____ Date: 1/30/26

Department Head Approval: _____ Date: _____

Finance / Comptroller Approval: _____ Date: _____

Mayor Approval: _____ Date: _____

Council President Approval: _____ Date: _____

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CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall – One Roosevelt Square, Room 210
Mount Vernon, NY 10550

Patrick G. Holder, R.A.
Commissioner

January 7, 2026

The Honorable City Council of the City of Mount Vernon
City Hall
1 Roosevelt Square
Mount Vernon, New York 10550

THROUGH THE OFFICE OF THE MAYOR

Dear Honorable City Council Members:

Re: Annual NYSBOC Conference

I am respectfully requesting that the Municipal Code Enforcement Official's attend the required New York Buildings Officials Conference (NYSBOC). The mandatory NYSBOC 4-day conference for service training will be held at the Westchester County Center on February 24th & 24th, March 25th & 26th of 2026 between the hours of 8:30am and 4:30pm respectively. There will be 14 Code Enforcement Officers in attendance, listed below.

- Patrick Holder Omondi Odera Aleksander Tonelli Dawn Asbury
- Hediye Mamak Chimezie Ihedioha Vittorio Ciraco John Royce
- Kim Knotts Roberto Amigon Malachi Roebuck
- Kathy Porter Jamie Pessin Lakia Perkins

Code Enforcement Officials are required to complete 24 hours of In-Service training each calendar year. (January 1 to December 31). 12 of these hours must be obtained by completing training courses that are approved by the Department of State, Division of Building Standards and Codes (DBSC). Of the 12 hours of approved courses: at least 3 hours must be obtained in Topic 1. Code Enforcement and Administrative (19 NYCRR 1208-3 (b) (1)); at least 3 hours must be obtained in Topic 2, Uniform Fire Prevention and Building Code (19 NYCRR1208-3.3(c) ill); and at least 3 hours must be obtained in Topic 3, Energy Conversation Code (19 NYCRR 1208- 3.3(c) (2)).

A maximum of 12 hours of Professional Development Electives may be applied toward the 24-hour annual In-Service training. The Annual Membership and Conference cost for this is \$350.00 per member and is not expected to exceed \$350.00 for 1 Code Enforcement Official. Monies are available under Budget Code A.3620.451 (Membership and Dues) Transportation will be provided motor pool vehicles.

Patrick G. Holder, Commissioner

Department of Buildings
cc: Mayor, Corporate Counsel, City Clerk, The Comptroller

“The Jewel of Westchester”

13

AN ORDINANCE AUTHORIZING THE ADOPTION OF AN AUSTERITY BUDGET FRAMEWORK AND ESTABLISHING CENTRALIZED EXPENDITURE CONTROLS FOR TRAVEL, MEMBERSHIP DUES, TRAINING, AND EDUCATION

Whereas, in correspondence dated December 2, 2025, the Comptroller formally requested authorization for the City of Mount Vernon to adopt an Austerity Budget Framework for the upcoming fiscal year. Under this framework, departmental expenditures shall be limited to essential and mission-critical operations necessary to maintain core municipal services. All non-essential or discretionary spending shall be curtailed unless expressly authorized under the procedures established herein; and

Whereas, the City of Mount Vernon continues to face persistent revenue shortfalls, including declining sales and use tax receipts, and prior fiscal operations have failed to realize projected revenues; and

Whereas, the Comptroller's Office has recommended the implementation of an Austerity Budget Framework for the upcoming fiscal year to ensure that departmental spending is limited to essential and mission-critical functions necessary to maintain core municipal services; and

Whereas, the Comptroller further recommends removing individual departmental budget lines for Travel, Membership Dues, and Training and Education, and consolidating these categories into a single centralized budget line under the oversight of the Board of Estimate and Contract, in order to strengthen fiscal discipline and provide a more transparent and efficient method for tracking discretionary expenditures; and

Whereas, the City Council recognizes the need to enhance budgetary controls over discretionary spending—including travel, membership dues, training, education, overtime, equipment, and related categories—to ensure compliance with fiscal constraints and promote improved financial oversight; and

Whereas, adoption of these measures will promote responsible financial management, support long-term fiscal stability, and allow for more accurate assessment of departmental needs in the development of future budgets; now, therefore,

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. Adoption of the Austerity Budget Framework. The City of Mount Vernon hereby adopts an Austerity Budget Framework for the upcoming fiscal year. Under this framework, departmental expenditures shall be limited to essential and mission-critical operations necessary to maintain core municipal services. All non-essential or discretionary spending shall be curtailed unless expressly authorized under the procedures established herein.

Section 2. Centralization of Travel, Membership Dues, Training, and Education Budget Lines.

A. All departmental budget lines for Travel, Membership Dues, and Training and Education are hereby eliminated for the duration of the Austerity Budget Framework.

B. These categories shall be consolidated into a single, centralized budget line to be administered under the direct oversight of the Board of Estimate and Contract.

C. The consolidated budget line shall function in a manner similar to the contingency account and shall be subject to all applicable procurement, authorization, and reporting requirements.

13

Section 3. Expenditure Request and Approval Procedure.

A. Any departmental request for expenditures relating to Travel, Membership Dues, Training, or Education shall first be submitted to the Finance Office.

B. The Finance Office shall conduct a review of the request and issue a written recommendation to the Board of Estimate and Contract.

C. During the period of the Austerity Budget Framework, the City Council hereby authorizes the Board of Estimate and Contract to convene meetings and take action on such requests in accordance with established procurement policies and procedures.

Section 4. Enhanced Monitoring of Discretionary Expenditures. The Comptroller and Finance Office is hereby directed to implement enhanced monitoring of designated discretionary expenditure categories—including overtime, equipment, and other non-essential operational costs—during the period of austerity budgeting. The Finance Office shall provide periodic reports to the City Council summarizing spending trends, fiscal impacts, and compliance with this Ordinance.

Section 5. Purpose and Intent. The purpose of this Ordinance is to strengthen fiscal controls, ensure the efficient and purposeful use of public funds, and support the City's efforts to restore financial stability while maintaining essential municipal services.

Section 6. Severability. If any clause, sentence, paragraph, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, 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 and Contract.

Vote Taken As Follows 12/10/25

Boxhill: Yea Gleason: Yea

Poteat: Yea Thompson: Yea

Browne: Abstain Ordinance Adopted

APPROVED AS TO FORM

Assistant Corporation Counsel

APPROVED
DEC 11 2025
Date

Mayor

J. S. Burk
Councilperson

THIS ORDINANCE
ADOPTED BY CITY COUNCIL

President

M. DeBorja
City Clerk



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 -1952

Agenda Date: 2/17/2026

Agenda #: 13.

Board of Estimate & Contract:

RESOLUTION AUTHORIZING THE CORPORATION COUNSEL TO RETAIN ARCINA RISK GROUP TO PERFORM INSURANCE ARCHAEOLOGY AND CLAIMS ADVOCACY SERVICES IN CONNECTION WITH A WRONGFUL INCARCERATION CLAIM

Whereas, pursuant to Section 153 of the Charter of the City of Mount Vernon, the Corporation Counsel, with the written consent of the Mayor, may engage legal counsel for compensation as approved by the Board of Estimate and Contract in matters involving the City; and

Whereas, by letter dated February 11, 2026, the Corporation Counsel recommended the retention of Arcina Risk Group to perform insurance archaeology and, if necessary, claims advocacy services in connection with the wrongful incarceration claim; and

Whereas, the City of Mount Vernon is currently responding to a wrongful incarceration claim; and

Whereas, in connection with said claim, it is necessary to determine whether historical insurance coverage exists that may provide defense and/or indemnification to the City; and

Whereas, upon the recommendation of the City's outside counsel, Quinn Law Group, it is advisable to engage a firm specializing in insurance archaeology and claims advocacy to locate and document any historical insurance policies or responsive coverage; and

Whereas, Arcina Risk Group possesses the expertise and experience necessary to identify, obtain, secure, and locate documentation of historical insurance coverage, and to engage with insurance markets to secure defense and indemnity obligations from any responsive insurers identified; and

Whereas, Arcina Risk Group has submitted a proposal to provide insurance archaeology services on a time-and-expense basis, with rates ranging from \$315 to \$400 per hour, typically blended to approximately \$250 per hour based on the skills required for the task; and

Whereas, the estimated budget for the insurance archaeology project is between \$20,000 and \$25,000; and

Whereas, to the extent separate claims advocacy services are required, such services shall be billed on an as-needed hourly basis under the same rate schedule, typically blended to approximately \$240 per hour depending upon the complexity and needs of the matter; and

Whereas, funding for said services is available under Budget Code A8020.405 (Contracted Outside Service) in the Law Department 2026 Budget; **NOW, THEREFORE, BE IT**

Resolved, that the City Council of the City of Mount Vernon hereby authorizes the Corporation Counsel, in consultation with outside counsel, Quinn Law Group, to retain Arcina Risk Group to perform insurance archaeology and, if necessary, claims advocacy services in connection with the wrongful incarceration claim; and BE IT FURTHER

Resolved, that the total expenditure for the insurance archaeology services shall not exceed \$25,000 without further authorization of the City Council; and BE IT FURTHER

Resolved, that any additional claims advocacy services shall be billed on an as-needed basis in accordance with the rate schedule set forth in the proposal and subject to available appropriations; and BE IT FURTHER

Resolved, that the Comptroller is hereby authorized and directed to pay for said services from Budget Code A8020.405 (Contracted Outside Service) in the Law Department 2026 Budget; and BE IT FURTHER

Resolved, that this Resolution shall take effect immediately upon approval by the Board of Estimate and Contract.

**RESOLUTION AUTHORIZING THE
CORPORATION COUNSEL TO RETAIN
ARCINA RISK GROUP TO PERFORM INSURANCE
ARCHAEOLOGY AND CLAIMS ADVOCACY
SERVICES IN CONNECTION WITH A
WRONGFUL INCARCERATION CLAIM**

Whereas, pursuant to Section 153 of the Charter of the City of Mount Vernon, the Corporation Counsel, with the written consent of the Mayor, may engage legal counsel for compensation as approved by the Board of Estimate and Contract in matters involving the City; and

Whereas, by letter dated February 11, 2026, the Corporation Counsel recommended the retention of Arcina Risk Group to perform insurance archaeology and, if necessary, claims advocacy services in connection with the wrongful incarceration claim; and

Whereas, the City of Mount Vernon is currently responding to a wrongful incarceration claim; and

Whereas, in connection with said claim, it is necessary to determine whether historical insurance coverage exists that may provide defense and/or indemnification to the City; and

Whereas, upon the recommendation of the City's outside counsel, Quinn Law Group, it is advisable to engage a firm specializing in insurance archaeology and claims advocacy to locate and document any historical insurance policies or responsive coverage; and

Whereas, Arcina Risk Group possesses the expertise and experience necessary to identify, obtain, secure, and locate documentation of historical insurance coverage, and to engage with insurance markets to secure defense and indemnity obligations from any responsive insurers identified; and

Whereas, Arcina Risk Group has submitted a proposal to provide insurance archaeology services on a time-and-expense basis, with rates ranging from \$315 to \$400 per hour, typically blended to approximately \$250 per hour based on the skills required for the task; and

Whereas, the estimated budget for the insurance archaeology project is between \$20,000 and \$25,000; and

Whereas, to the extent separate claims advocacy services are required, such services shall be billed on an as-needed hourly basis under the same rate schedule, typically blended to approximately \$240 per hour depending upon the complexity and needs of the matter; and

Whereas, funding for said services is available under Budget Code A8020.405 (Contracted Outside Service) in the Law Department 2026 Budget; **NOW, THEREFORE, BE IT**

Resolved, that the City Council of the City of Mount Vernon hereby authorizes the Corporation Counsel, in consultation with outside counsel, Quinn Law Group, to retain Arcina Risk Group to perform insurance archaeology and, if necessary, claims advocacy services in connection with the wrongful incarceration claim; and **BE IT FURTHER**

Resolved, that the total expenditure for the insurance archaeology services shall not exceed \$25,000 without further authorization of the City Council; and **BE IT FURTHER**

Resolved, that any additional claims advocacy services shall be billed on an as-needed basis in accordance with the rate schedule set forth in the proposal and subject to available appropriations; and BE IT FURTHER

Resolved, that the Comptroller is hereby authorized and directed to pay for said services from Budget Code A8020.405 (Contracted Outside Service) in the Law Department 2026 Budget; and BE IT FURTHER

Resolved, that this Resolution shall take effect immediately upon approval by the Board of Estimate and Contract.



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 -1922

Agenda Date: 2/17/2026

Agenda #: 14.

Board of Estimate and Contract:

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 61258/21	PREMISES: 705 FULTON AV, S
63920/22	
65484/23	PETITIONER: FULTON MILLER, LLC

Tax Map No.: 169.48-4090-12

Assessment Year(s)	Tax Year(s)	Prior Total Assessment	Adjusted Total Assessment	Reduction	Tax to be Refunded by City
2021	2022/23	\$30,500	\$8,843	\$21,657	\$3,896.58
2022	2023/24	\$30,500	\$8,843	\$21,657	\$4,115.44
2023	2024/25	\$30,500	\$8,843	\$21,657	\$4,432.64
TOTAL:					\$12,444.67

TOTAL REFUND: \$12,444.67 without costs and with interest, which interest shall be

waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:

**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 61258/21
63920/22
65484/23

PREMISES: 705 FULTON AV, S

PETITIONER: FULTON MILLER, LLC

Tax Map No.: 169.48-4090-12					
Assessment Year(s)	Tax Year(s)	Prior Total Assessment	Adjusted Total Assessment	Reduction	Tax to be Refunded by City
2021	2022/23	\$30,500	\$8,843	\$21,657	\$3,896.58
2022	2023/24	\$30,500	\$8,843	\$21,657	\$4,115.44
2023	2024/25	\$30,500	\$8,843	\$21,657	\$4,432.64
TOTAL:					\$12,444.67

S. Vandyke
2/17/26

TOTAL REFUND: \$12,444.67 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

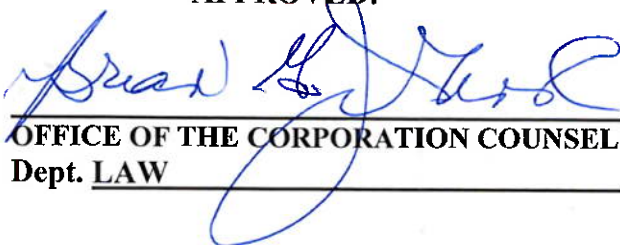
RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:



OFFICE OF THE CORPORATION COUNSEL
Dept. LAW

Clerk



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 -1924

Agenda Date: 2/17/2026

Agenda #: 15.

Board of Estimate & Contract:

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk’s Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 61258/21	PREMISES: 108 MILLER PL
63920/22	
65484/23	PETITIONER: FULTON MILLER, LLC

Tax Map No.: 169.48-4090-3

Assessment Year(s)	Tax Year(s)	Prior Total Assessment	Adjusted Total Assessment	Reduction	Tax to be Refunded by City
2021	2022/23	\$2,500	\$1,775	\$725	\$337.41
2022	2023/24	\$319.46	\$2,500	\$1,775	\$725
2023	2024/25	\$363.41	\$2,500	\$1,775	\$725
		TOTAL:	\$1,020.29		

TOTAL REFUND: \$1,020.29 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry.

Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:

**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk

the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:



**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk



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 -1954

Agenda Date: 2/17/2026

Agenda #: 16.

Board of Estimate and Contract:

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 62476/19	PREMISES: 61 GRAND STREET
59080/20	PETITIONER: GRAND GARDENS APARTMENT CORP.,
61007/21	
63376/22	
65304/23	
67310/24	

Tax Map No.: 165.22-1028-2

Year(s)	Reduced From	Reduced To	Reduction	Tax to be Refunded by
City 2019	\$180,000	\$171,600	\$8,400	\$3,450.72
2020	\$180,000	\$157,950		
2021	\$22,050	\$9,408.07	\$12,800	\$18,800
2022	\$172,800	\$138,690	\$34,110	\$15,874.45
2023	\$172,800	\$172,800		
2024	\$112,005	\$60,795	\$30,474.10	\$125,088
Total				\$92,268.29

TOTAL REFUND: \$92,268.29 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:

**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 62476/19 **PREMISES:** 61 GRAND STREET
 59080/20 **PETITIONER:** GRAND GARDENS APARTMENT CORP.,
 61007/21
 63376/22
 65304/23
 67310/24

Tax Map No.: 165.22-1028-2				
Year(s)	Reduced From	Reduced To	Reduction	Tax to be Refunded by City
2019	\$180,000	\$171,600	\$8,400	\$3,450.72
2020	\$180,000	\$157,950	\$22,050	\$9,408.07
2021	\$172,800	\$154,000	\$18,800	\$8,284.03
2022	\$172,800	\$138,690	\$34,110	\$15,874.45
2023	\$172,800	\$112,005	\$60,795	\$30,474.10
2024	\$172,800	\$125,088	\$47,712	\$24,776.91
Total				\$92,268.29

TOTAL REFUND: \$92,268.29 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds

J. Vandypool
2/11/26

will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:



OF COUNSEL

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**



APPROVED

OFFICE OF THE CORPORATION COUNSEL
Dept. LAW

Clerk



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 -1955

Agenda Date: 2/17/2026

Agenda #: 17.

Board of Estimate and Contract:

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk’s Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 58671/20	PREMISES: 12-14 SOUTH FOURTH AVENUE
61272/21	PETITIONER: 12-14 MOUNT VERNON LLC
63917/22	
68167/24	

Tax Map No.: 165.70-3087-10

Year(s)	Reduced From	Reduced To	Reduction	Tax to be Refunded by
City 2020	\$23,000	\$22,500	\$500	\$213.34
2021	\$23,000	\$20,500	\$2,500	\$1,101.60
2022	\$23,000	\$20,500	\$2,500	\$1,163.48
2023	\$23,000	\$19,000	\$4,000	\$2,005.04
2024	\$23,000	\$20,000	\$3,000	\$1,557.90
Total				\$6,041.36

TOTAL REFUND: \$6,041.36 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

OF COUNSEL

APPROVED:

**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NOS.: 58671/20 **PREMISES:** 12-14 SOUTH FOURTH AVENUE
 61272/21 **PETITIONER:** 12-14 MOUNT VERNON LLC
 63917/22
 68167/24

Tax Map No.: 165.70-3087-10				
Year(s)	Reduced From	Reduced To	Reduction	Tax to be Refunded by City
2020	\$23,000	\$22,500	\$500	\$213.34
2021	\$23,000	\$20,500	\$2,500	\$1,101.60
2022	\$23,000	\$20,500	\$2,500	\$1,163.48
2023	\$23,000	\$19,000	\$4,000	\$2,005.04
2024	\$23,000	\$20,000	\$3,000	\$1,557.90
Total				\$6,041.36

J. V. Anderson
2/11/26


TOTAL REFUND: \$6,041.36 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be actually refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

APPROVED AS TO FORM:



OF COUNSEL

**ADOPTED BY BOARD OF
ESTIMATE AND CONTRACT**

APPROVED:



**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk



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 -1959

Agenda Date: 2/17/2026

Agenda #: 18.

Board of Estimate and Contract:

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk’s Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NO.:61410-17

PREMISES: 74 MAC QUESTEN PKY,S
PETITIONER: **AMC REALTY GROUP, INC**

Map 164.74, Block: 1057, Lot: 6

AssessmentYear(s)	Tax Year (s)	Prior Total	AsAdjusted Total Assessment	Reduction	Tax to be Refunded by City
2017	2018	\$81,000	\$46,400 [\$34,600]	\$34,600 [\$46,400]	\$13,700.91 [\$18,373.47]
				TOTAL:	\$13,700.91

TOTAL REFUND: [~~\$18,373.47~~] \$13,700.91 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be refunded is subject to audit and approval of the Comptroller; and be it further

RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

New matter underlined

Deleted matter in brackets []

APPROVED AS TO FORM:

**ADOPTED BY
BOARD OF ESTIMATE
AND CONTRACT**

OF COUNSEL

APPROVED:

**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk

WHEREAS, proceedings for the review of final tax assessments have been brought against the City of Mount Vernon for the reduction of the final assessed valuations as hereinafter set forth;

WHEREAS, the Mount Vernon City Charter, section 152, provides that the Corporation Counsel shall, whenever he considers that the interests of the City will be subserved thereby, enter into a written agreement subject to the approval of the Board of Estimate and Contract to compromise and settle any claim against the City; and

WHEREAS, upon the recommendation of the Corporation Counsel, this Board of Estimate and Contract deems it in the best interests of the City to settle said proceedings as hereinafter provided; NOW, THEREFORE, be it

RESOLVED, that the settlements of tax review proceedings for the reduction of tax assessments brought in the Supreme Court, Westchester County, by the hereinafter named petitioner against the Commissioner of Assessment and the Board of Assessment Review, which proceedings are filed under the Westchester County Clerk's Index Numbers as indicated, are hereby authorized and directed, and the following assessed valuations of the said properties for the respective years hereinafter set forth are hereby allowed, together with refunds of excess taxes paid hereinafter provided:

INDEX NO.:61410-17

PREMISES: 74 MAC QUESTEN PKY,S

PETITIONER: AMC REALTY GROUP, INC

Map 164.74, Block: 1057, Lot: 6

Assessment Year(s)	Tax Year(s)	Prior Total Assessment	Adjusted Total Assessment	Reduction	Tax to be Refunded by City
2017	2018	\$81,000	<u>\$46,400</u> [\$34,600]	<u>\$34,600</u> [\$46,400]	<u>\$13,700.91</u> [\$18,373.47]
TOTAL:					\$13,700.91

TOTAL REFUND: [\$18,373.47] \$13,700.91 without costs and with interest, which interest shall be waived by petitioner if the refunds are paid within 90 days of the service of the judgment with notice of entry. Amount of refund based upon calculation and the assumptions that all taxes have been paid at the prior total assessment and all refunds will be paid within 90 days of service of the judgment with notice of entry. The amount to be refunded is subject to audit and approval of the Comptroller; and be it further

J.V. Randoval
2/17/26

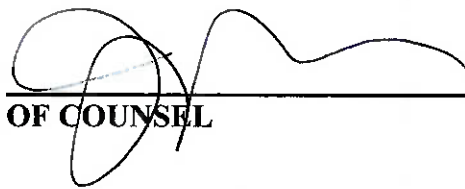
RESOLVED, that in each said case, the Commissioner of Assessment is hereby authorized, upon receipt of a certified copy of the proper judgment made by a Justice of the Supreme Court of the County of Westchester, and entered in the office of the Clerk of the County of Westchester, to correct the respective assessment roll or rolls in relation to the said respective properties of the abovementioned property owner to reflect the respective reduced assessments as hereinabove set forth and provided in said judgment; and be it further

RESOLVED, that in any of the said cases, upon receipt by the Corporation Counsel of the certified copy of the respective appropriate judgment or order signed by a Justice of the Supreme Court of said County, in said respective proceedings, directing the correction of the assessment or assessments involved on the roll or rolls for the designated year or years, and directing a refund the excessive taxes paid as stated above, and settling and discontinuing such proceeding, with prejudice, which said papers shall be satisfactory to the Corporation Counsel and upon receipt by the Comptroller is hereby authorized and directed to audit and allow and to draw a draft or drafts to the order of the said respective taxpayers or their attorneys who have paid said tax or taxes and are entitled to such refunds of the City taxes, without costs with interest which interest shall be waived by the petitioner if refunds as paid within 90 days of service of the judgment with notice of entry, and be it further

RESOLVED, that this Resolution shall take effect immediately.

New matter underlined
Deleted matter in brackets []

APPROVED AS TO FORM:



OF COUNSEL

**ADOPTED BY
BOARD OF ESTIMATE
AND CONTRACT**

APPROVED:



**OFFICE OF THE CORPORATION COUNSEL
Dept. LAW**

Clerk



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 -1947

Agenda Date: 2/17/2026

Agenda #: 19.

Board of Estimate & Contract:

RESOLVED, that Resolution No. 1 adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended for the positions shown below as follows:

Position: Code Enforcement Coordinator			
Grade	Minimum Salary	Maximum Salary	Annual Increment
8B	\$59,629.96	\$82,789.48	\$2,573.28
Position: Assistant Commissioner of Public Works			
Grade	Minimum Salary	Maximum Salary	Annual Increment
14	\$79,794.90	\$116,328.60	\$4,059.30

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.

RESOLVED, that Resolution No. 1 adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended for the positions shown below as follows:

Position: Code Enforcement Coordinator			
<u>Grade</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>	<u>Annual Increment</u>
8B	\$59,629.96	\$82,789.48	\$2,573.28
Position: Assistant Commissioner of Public Works			
<u>Grade</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>	<u>Annual Increment</u>
14	\$79,794.90	\$116,328.60	\$4,059.30
Position: Chief of Infrastructure and Capital Improvements			
<u>Grade</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>	<u>Annual Increment</u>
16	\$109,988.01	\$175,147.29	\$7,239.92

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.



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 -1948

Agenda Date: 2/17/2026

Agenda #: 20.

Board of Estimate & Contract:

RESOLVED, that Resolution No. 4 adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended for the positions shown below as follows:

DEPARTMENT OF PUBLIC WORKS		
Position:	From:	To:
Deputy Commissioner of Public Administration	\$117,227.93	\$-0-
Senior Account Clerk	\$78,504.01	\$1.00
Assistant Commissioner of Public Administration	\$-0-	\$104,150.70
Code Enforcement Officer	\$73,817.62	\$-0-
Code Enforcement Coordinator	\$-0-	\$75,069.64

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.

RESOLVED, that Resolution No. 4 adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended for the positions shown below as follows:

DEPARTMENT OF PUBLIC WORKS		
<u>Position:</u>	<u>From:</u>	<u>To:</u>
Deputy Commissioner of Public Works - Administration	\$117,227.93	\$-0-
Senior Account Clerk	\$78,504.01	\$1.00
Assistant Commissioner of Public Works	\$-0-	\$104,150.70
Code Enforcement Officer	\$73,817.62	\$-0-
Code Enforcement Coordinator	\$-0-	\$75,069.64

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1949

Agenda Date: 2/17/2026

Agenda #: 21.

Board of Estimate & Contract:

RESOLVED, that Resolution No. 9, adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended as follows:

DEPARTMENT OF PUBLIC WORKS		
Position:	From:	To:
Motor Equipment Operator (1)	\$80,870.71	\$1.00
Tree Trimmer (1)	\$-0-	\$90,156.51

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.

RESOLVED, that Resolution No. 9, adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended as follows:

DEPARTMENT OF PUBLIC WORKS		
<u>Position:</u>	<u>From:</u>	<u>To:</u>
Motor Equipment Operator (1)	\$80,870.71	\$1.00
Tree Trimmer (1)	\$-0-	\$90,156.51

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.



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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COM/MOUNTVERNONNY

File #: TMP -1950

Agenda Date: 2/17/2026

Agenda #: 22.

Board of Estimate & Contract:

RESOLVED, that Resolution No. 14, adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended as follows:

DEPARTMENT OF PUBLIC WORKS		
Position:	From:	To:
Secretary - Administrative Assis	\$60,000.00	\$1.00

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.

RESOLVED, that Resolution No. 14, adopted by this Board of Estimate & Contract on December 30, 2025, is hereby amended as follows:

DEPARTMENT OF PUBLIC WORKS		
<u>Position:</u>	<u>From:</u>	<u>To:</u>
Secretary – Administrative Assistant	\$60,000.00	\$1.00

and be it further,

RESOLVED, that this resolution shall take effect on January 1, 2026.



City of Mount Vernon, New York

Staff Report

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

File #: TMP -1904

Agenda Date: 2/3/2026

Agenda #: 23.

Board of Estimate & Contract:

RESOLVED, that an Ordinance adopted by the City Council on January 28, 2026, and signed by the Acting Mayor on January 28, 2026, authorizing a Title Change for Mr. Kenneth McBryde from Motor Equipment Operator to Tree Trimmer within the Department of Public Works, as follows:

Title:	Salary:
Motor Equipment Operator (MEO) - Old	\$80,871.71
Tree Trimmer - New	\$91,156.51
Difference	\$10,284.80

Funding Source. Funding for this acquisition for the remainder of the year is available via the following budget transfer:

From:	To:
A8160.101 (Salaries and Wages) - \$74,650.81 A7111.106 (Differential Pay) - \$2,570.58 A7111.203 (Equipment) - \$4,000.00 A7111.430 (Memorial Field) - \$2,000.00	A7111.101 (Salaries and Wages) - \$83,221.39

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; be, and the same is hereby approved.

City Council:

AN ORDINANCE AUTHORIZING A TITLE CHANGE FOR MR. KENNETH MCBRYDE FROM MOTOR EQUIPMENT OPERATOR TO TREE TRIMMER WITHIN THE DEPARTMENT OF PUBLIC WORKS

Whereas, in correspondence dated January 21, 2026, the department of Public Works formally requested authorization to change Mr. Kenneth McBryde’s title from Motor Equipment Operator (MOE) to Tree Trimmer within the Department of Public Works; and

Whereas, this request is driven by evolving operational needs, expanded responsibilities, and professional qualifications that now exceed the scope of the Motor Equipment Operation classification

which Mr. McBryde is currently in; and

Whereas, the city continues to experience an increased volume of emergency and non-emergency responses related to hazardous, storm-damages, and structurally compromised trees. These conditions present immediate public safety concerns and require specialized skills, training, and equipment operations consistent with the Tree Trimmer title.; and

Whereas, Mr. McBryde has obtained additional professional certifications related to tree operations, safety, and specialized equipment usage. These certifications materially enhance the Department’s ability to perform advanced tree work in-house and reduce reliance on external contractors.; and

Whereas, Mr. McBryde has successfully acquired his New York State Commercial Driver’s License (CDL), qualifying him to operate heavy and specialized vehicles essential to advanced tree-trimming operations.; and

Whereas, Mr. McBryde routinely performs daily operational duties involving the Tree Grapppler Truck, a specialized function central to the Tree Trimmer classification and beyond the standard duties of a Motor Equipment Operator.

Whereas, due to the expanded scope of his duties, the City is currently compensating Mr. McBryde with a daily differential to perform Tree Trimmer-related responsibilities; and

Whereas, reclassifying Mr. McBryde to the Tree Trimmer Title will align his formal job classification and compensation with the work he is already performing on a regular basis;

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. Compensation Adjustment. The proposed title change includes the following salary adjustment in accordance with the appropriate classification:

Title	Salary
Motor Equipment Operator (MEO) - Old	\$80,871.71
Tree Trimmer - New	\$91,156.51
Difference	\$10,284.80

Section 2. Funding Source. Funding for this acquisition for the remainder of the year is available via the following budget transfer:

From	To

A8160.101 (Salaries and Wages) - \$74,650.81 A7111.106 (Differential Pay) - \$2,570.58 A7111.203 (Equipment) - \$4,000 A7111.430 (Memorial Field) - \$2,000.00	A7111.101 (Salaries and Wages) - \$83,221.39
--	--

Section 3. 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.

Section4. 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 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.



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

February 5, 2026

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

Re: Rescind Ordinance No. 10, adopted by the City Council on January 10, 2026

Dear Honorable City Council Members,

By letter dated January 21, 2026, a request was submitted to the City Council to authorize, consider, and approve a title change for Mr. Kenneth McBryde (Motor Equipment Operator – Tree Trimmer). The corresponding Ordinance was drafted, presented to the City Council, and adopted on January 10, 2026. We now respectfully request that the above-referenced Ordinance be rescinded.

Thank you for your attention to this matter.

Respectfully,

A handwritten signature in blue ink, appearing to read "Damani L. Bush".

Damani L. Bush
Commissioner of Public Works
DLB



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

REVISED LETTER

February 5, 2026

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

Re: Mr. Kenneth McBryde - Promotion from Motor Equipment Operator to Tree Trimmer

Dear Honorable City Council Members,

I am writing to formally request approval to promote Mr. Kenneth McBryde, who currently serves as a Motor Equipment Operation (MEO) within the Department of Public Works, to the title of Tree Trimmer, effective February 9, 2026.

This request is driven by evolving operational needs, expanded responsibilities, and professional qualifications that now exceed the scope of the Motor Equipment Operation classification which Mr. McBryde is currently in and being paid Tree Trimmer Out-of-Title/Differential compensation to perform these duties.

Therefore, I am hereby requesting the following legislative approval(s) by this Honorable City Council and thereafter submitted to the Board of Estimate for authorization:

Step 1 - Transfer of Funds

Funding for this acquisition is available via the following 2026FY Budget Transfer.

From	To
A8160.101 (Salaries and Wages) - \$71,539.47*	A7111.101 (Salaries and Wages) - \$71,539.47*
A7111.106 (Differential Pay) - \$1,187.83	A7111.101 (Salaries and Wages) - \$1,187.83

* Remaining Balance in MEO position from February 9th through December 31st, 2026.



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

SHAWYN PATTERSON-HOWARD
Mayor

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

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

Step 2 - Salary Amendment

The proposed promotion includes the following salary amendment which includes transferring the remaining salary for the Motor Equipment Operator (MEO) as mentioned above to fund the Tree Trimmer, as follows:

Title	New Salary
Motor Equipment Operator (MEO) - Transfer	\$1.00
Tree Trimmer – Fund	\$91,156.51

Step 3 - Leave of Absence:

I respectfully request legislation from your Honorable Body granting a one (1) year leave of absence for Mr. Kenneth McBryde, **Motor Equipment Operator (MEO)** to fulfill the position of **Tree Trimmer** within the Department of Public Works. Mr. McBryde’s Leave of Absence will be effective from February 9, 2026, through February 8, 2027, in accordance with his Teamsters Local 456 Union Contract.

Step 4 – Salary Resolution - Subsequently, a corresponding separate Salary Resolution will be sent to the Board of Estimate, to coincide with this legislative request upon approval.

Thank you for consideration in this matter.

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB/db
Cc: Human Resources
File