



PLANNING & COMMUNITY DEVELOPMENT
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JAMES RAUSSE, FAICP, WEDG
COMMISSIONER

August 6, 2024

VIA EMAIL:

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

RE: Request for the Mount Vernon City Council to enact legislation authorizing the Mayor to execute a contract with planning consultant Cleary Consulting to conduct the study for the Mount Vernon Comprehensive Plan. For approval at the August 14th City Council Meeting.

Honorable City Council Members:

I am writing to respectfully request that the Mount Vernon City Council enact legislation to authorize the Mayor to execute a contract to extend the scope of services for the existing contract with planning consultant **Cleary Consulting** for professional planning services related to the study for the Mount Vernon Comprehensive Plan.

The service contract fee will be paid using the **Department of Planning and Community Development Contracted Outside Services (including Comprehensive Plan) budget line A8020.405**. This consultant will collect and synthesize data to develop recommendations on housing, economic development, urban design, open space and parks, traffic, climate change and resilience, air quality, zoning, and public policy to inform the Mount Vernon Comprehensive Plan.

Compensation:

1. **Cleary Consulting - \$60, 250**

The Department of Planning and Community Development will work with the consultant to manage the day-to-day operations and implementation of the study. I am including the service contract for the proposed services to be provided by the consultant.

We thank the City Council for your support in addressing the needs in the city. I am available to address any questions or concerns you may have regarding this request.

Sincerely,

A handwritten signature in black ink that reads "James Raussé".

JAMES RAUSSE, FAICP, WEDG

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

Enclosure(s): Cleary Consulting Proposal
Cleary Consulting Contract

