



CITY OF MOUNT VERNON, N.Y.
MOUNT VERNON YOUTH BUREAU

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2344 – Fax: (914) 665-1373
cityofmountvernonyouthbureau@gmail.com
HTTP://youthbureau.cmvny.com
@mountvernonyb/ mv youthbureau

DEBBIE BURRELL-BUTLER, MBA
Executive Director

DENA T. WILLIAMS, MPA
Deputy Director

June 5, 2026

Honorable Members of the City Council
Through the Office of the Mayor
City Hall – One Roosevelt Square
Mount Vernon, NY 10550

This letter comes to respectfully request that the City Council enact legislation that will enable the Mayor permission to enter into an agreement with Westchester School For Medical and Dental Assistants LLC for a one time Medical Assistant tuition fee for Maria Torres Aguilera, through the Youth Bureau in the amount of **\$12,000**.

In an ordinance dated October 22, 2025, #8, the Mount Vernon Youth was approved to accept funds in the amount of **\$800,068-YEP** from the Westchester/Putnam Local Workforce Development Board to support and promote self-sufficiency, develop career skills, and gain valuable work experience. Please note, this one-time payment has been approved by the funding source. In addition, Maria Torres Aguilera has been attending the Westchester School for Medical & Dental Assistants, LLC since November 2025 and is scheduled to end in June 2026, but the invoice was received in May 2025.

Funds are to be accounted for in revenue code A3989 and with appropriations in budget codes: A7321.405 (Contracted Outside Services) and A7321.458 (Miscellaneous). This is a reimbursable grant that does not require any matching.

Should you require further information, please feel free to contact me at (914) 665-2347 or by email at Dburrell@cmvny.com.

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

Enclosed: Award Letter

CC: Shawyn Patterson-Howard, Mayor
Darren Morton, Comptroller
Brian Johnson, Corporation Counsel

“The Jewel of Westchester”