



CITY OF MOUNT VERNON, NY
DEPARTMENT OF RECREATION

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2420 – Fax: (914) 665-2421

KATHLEEN WALKER-PINCKNEY
Commissioner
ANDRÉ G. EARLY
Deputy Commissioner

April 13, 2026

Honorable Members of the City Council
Through the Office of the Mayor
1 Roosevelt Square
Mount Vernon, New York 10550

Re: 2026 Budget Adjustment – Full Time Cook

Dear Honorable Council Members:

Following an assessment of staffing within the department's Nutrition Program, it has become clear that an additional full-time Cook is essential to sustain and effectively support our current level of operations. The program has experienced a notable increase in meal production, reflecting the growing demand for nutritional services within our city. While our team has worked diligently to meet this need, the reliance on part-time staff is no longer sufficient to ensure consistent efficiency and service delivery.

To address this operational need, we respectfully request authorization to transfer \$39,250.87 from account 6772.104 to 6772.101 to support a full-time Cook position. This request is a fiscally responsible solution, as it reallocates existing resources without requiring any additional funding. The requested position is a union title at Grade 1, Step 1, with a salary of \$39,250.87.

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

cc: Kathleen Walker-Pinckney, Commissioner
Dr. Darren Morton, Comptroller
Shawyn Patterson-Howard, Mayor