



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 27, 2026

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

Dear Honorable City Council Members:

I am formally writing to request approval to transfer \$7,500 from **A7314.458** to **A7314.101** within the Youth Bureau Department to offset the expense of the Summer Safe Haven Program from July 6, 2026, to August 21, 2026.

The Mount Vernon Youth Bureau has experienced a decline in grant funding but continues to deliver top-notch summer programming through the Summer Safe Haven Program. The program offers cooking, swimming lessons, water safety, weekly trips, arts and crafts, and fosters critical thinking among youth ages 6 to 12. By providing these enriching experiences at a low cost, we ensure every child has access to a safe, engaging, fun, interactive, and transformative summer. The transfer will allow the Bureau to pay for lifeguards, a swimming instructor, and two staff members who will stay past 3:00 pm to accommodate seven youths for extended hours. Please note that as of 6/30/2026, there is \$46,400 in budget code A7314.458.

Should you require further information, please feel free to contact Debbie Burrell-Butler, Executive Director at (914) 665-2344 or by email at [Dburrell@mountvernony.gov](mailto:Dburrell@mountvernony.gov).

Thank you for your consideration in this matter.

Respectfully,

*Debbie Burrell-Butler*

Debbie Burrell-Butler  
Executive Director, MBA

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