



CITY OF MOUNT VERNON, N.Y.

Mayor Office

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 665-2362 – Fax: (914) 665-6173

**MALCOLM CLARK**  
*Chief of Staff*

**KHENDRA DAVID**  
*Deputy Chief of Staff*

August 28, 2024

Honorable Members of the City Council  
Through the Office of the Mayor  
City Hall Room 104  
One Roosevelt Square  
Mount Vernon, NY 10550

**RE: Transfer of Funds**

Dear Honorable Members,

The following department budget line transfer is necessary to cover a negative balance as well as future purchases for the Mayor's Office. We are requesting the amount below to be transferred from the Mayor's Office: - Promotional Expense: A1210.459 to Office Expense: A1210.401.

From	Amount	To
A1210.459 Promotional Expense	\$728.05	A1210.401 Office Expense

If this meets with the approval of Your Honorable Body, kindly have the necessary legislation enacted to transfer the funds.

In Service,

Shawyn Patterson-Howard

Mayor

*"The Jewel of Westchester"*