



BOARD OF WATER SUPPLY

M O U N T V E R N O N , N E W Y O R K

MAYOR SHAWYN PATTERSON HOWARD

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July 9, 2024

Honorable City Council Members
Honorable Mayor Shawyn Patterson-Howard
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: CYNTHIA OWENS ACCOUNTING CONSULTANCY RENEWAL FOR APPROVAL AT
THE August 14TH, 2024 CITY COUNCIL MEETING

Honorable Council Members:

The Board of Water Supply respectfully requests authorization to renew the accounting consultancy contract with Ms. Cynthia Owens for the period from August 23, 2024 to August 23, 2026. The consultant will be funded at \$35.00 per hour through December 31, 2024. Commencing January 1, 2025, the hourly rate will increase to \$50.00. The new rate is motivated by increased responsibilities and professional performance. The consultancy has enhanced the efficiency of the department and makes possible full audit compliance in 2025.

Ms. Owens has played a crucial role in expediting the completion of our fiscal audits, significantly contributing to our goal of achieving full and current fiscal accountability. With her assistance, we have successfully completed the fiscal audit for 2019 and are actively progressing in audits for the fiscal years 2020-2023, with a target completion by March 2025. Ms. Owens' expertise is indispensable to maintaining the momentum and ensuring the continuity of our financial oversight.

Furthermore, Ms. Owens' ongoing consultancy will significantly enhance the operational effectiveness of our department, including the Lead Service Line Program. Her service also further empowers the accounting department to achieve and maintain up-to-date fiscal accountability. We have allocated the necessary funds for this consultancy in the adopted 2024 Board of Water Supply budget under the account code 001-526-526002, designated for "PROFESSIONAL SERVICES EXPENSES - ACCOUNTING." Please note that the consulting agreement mirrors the previously drafted and approved contract by the law department.

We appreciate your consideration in this matter and are confident that continued partnership with Ms. Owens will benefit the operation and financial management of the agency. Should you require any additional information, please do not hesitate to contact me at (914) 668-4130.

Thank you for your attention to this critical matter.

Respectfully submitted,



Carlton C. Spruill
Commissioner

Enclosure: Consulting Agreement



MOUNT VERNON
THE QUALITY OF WATER MATTERS