CITY OF MOUNT VERNON, N.Y.
[DEPARTMENT NAME]

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon. NY. 10550
(914) 665-2483

Patrick G. Holder
Commissioner

February 27, 2025

Honorable City Council Members
City of Mount Vernon
Mt. Vernon, New York 10550

Through the Office of the Mayor

Dear Honorable Council Members,

I am respectfully requesting legislation from Your Honorable Body granting a twelve (12) month leave of absence for Mr. Miguel Wolfe. He would leave his permanent position as Office Assistant to become a Building Clerk within the Department of Buildings.

Mr. Wolfe is very knowledgeable about the permitting process, procedures and the unified solar application process.

He is leave will be effective March 3, 2025, through March 3, 2026.

Kindly have the necessary legislation enacted upon your acceptance and acquiescence of this transaction. Thank you in advance for considering my request.

Respectfully,

Patrick Holder, R.A.
Commissioner
Department of Buildings