



CITY OF MOUNT VERNON, N.Y.
YOUTH BUREAU

SHAWYN PATTERSON-HOWARD
Mayor

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DEBBIE BURRELL-BUTLER, MBA
Executive Director
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December 31, 2025

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

Dear Honorable Members:

This letter comes to respectfully request that the City Council enact legislation that will enable the Mayor permission to enter into an agreement with Toss N Press, S-Corp to create a 16-week, food hospitality program for five-six (5-6) youth through the Youth Bureau in the amount of **\$25,000**. The 16-week Program is slated to begin in February 2026 and concludes in May 2026.

In an ordinance dated October 22, 2025, the Mount Vernon Youth was approved to accept funds in the amount of **\$800,068** from the Westchester-Putnam Local Workforce Development Board to support the Youth Employment Program (YEP). Toss N Press will work with the Youth Bureau to provide 5-6 high schools students with real-work restaurant experience, ServSafe certification, entrepreneurship and job readiness training, mentorship, meals, and much more to prepare them for employment and career pathways in the hospitality industry. There will be a graduation and showcase event at the end of the program, during which parents, stakeholders, the funding sources, and elected officials will be invited to attend.

Please note this is a reimbursable grant which does not require any matching. The initial up front funds will be disbursed from A7321.405 (Contracted Outside Services). Should you require further information, please feel free to contact me at (914) 665-2347 or by email at Dburrell@cmvny.com.

Sincerely,

Debbie Burrell-Butler

Debbie Burrell-Butler
Executive Director, MBA

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

Enclosed: Program Framework and Tentative Schedule