



CITY OF MOUNT VERNON, N.Y.

Fire Department

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

**Fire Headquarters**  
470 E Lincoln Ave  
Mount Vernon, NY 10552  
(914) 665-2611 – Fax: (914) 665-2630

**Deborah M. Norman**  
*Fire Commissioner*  
**Theodore W. Beale Jr.**  
*Deputy Fire Commissioner*  
**K. Robert O'dindo**  
*Chief of Operations*  
**Aaron Marable**  
*Asst. Chief of Operations*

September 5, 2024

Honorable City Council  
Of the City of Mount Vernon  
City Hall, Mount Vernon, New York  
(Through the Office of the Mayor)

Dear Honorable City Council Members:

We respectfully request legislation from Your Honorable Body granting a twelve (12) month leave of absence for Mr. Kenrick Spence as Motor Equipment Operator in the Fire Department, to be appointed to the position of Probationary Firefighter in a Probationary status.

His leave of absence will be effective September 4, 2024- September 3, 2025, in accordance with his Teamsters 456 contract.

Kindly have the necessary legislation enacted upon your acceptance and acquiescence of this transaction.

Respectfully,

A handwritten signature in blue ink, appearing to read "Deborah Norman".

Deborah Norman  
Fire Commissioner

*"The Jewel of Westchester"*