



CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT of RECREATION

SHAWYN PATTERSON-HOWARD
Mayor

City Hall
One Roosevelt Square – Room 11
Mount Vernon, NY, 10550
(914) 665-2420 – Fax: (914) 665-2421

KATHLEEN WALKER-PINCKNEY
Commissioner

ANDRÉ G. EARLY
Deputy Commissioner

October 29, 2024

Honorable Members of the City Council
Through the Office of the Mayor
1 Roosevelt Square
Mount Vernon, New York 10550

Re: ABICA - International Food Festival

Dear Honorable Council Members:

This letter requests that the city enact legislation allowing the Department of Recreation to co-sponsor the Antigua and Barbuda International Cultural Association (ABICA) International Food Festival on Saturday, May 24, 2025.

ABICA is a community-based organization comprised of many Mt. Vernon residents of Antiguan and Barbadian heritage with the mission to promote and uplift our community through cultural and educational events.

The International Food Festival will take place in Hartley Park and ABICA respectfully requests the following partnership provisions from the City:

- Authorization to utilize Hartley Park; the cost of the park is the co-sponsorship with the Department of Recreation from 8:00 a.m. to 8:00 p.m. (8 am-12 noon to Set-up), 12 noon-7 pm (Event time), 7 pm-8pm (Clean-up).
- We request the use of MVPD/Auxiliary Officers - the cost of which is the responsibility of ABICA.
- We are requesting street closures from Oakley Avenue (at the edge of the Senior Pavilion) to Crary Avenue on Saturday, May 24, 2025, 7:00 am – 8:00 pm. This will not affect bus routes or main thoroughfares.

The Department of Recreation will co-sponsor the Saturday event by providing chairs, tables, a bouncy house, and any other amusement activities that may be needed – anticipated costs to the City of Mount Vernon will be \$2,500.00 utilizing budget code 7620.458. Vendor spaces will be made available to local food and craft merchants on a predetermined basis. All Vendors must submit a One-day vendor permit application, which will be included in ABICA's vendor package. In addition, all vendors using propane, grills, or fire of any nature will be required to have a pre-inspection from the MVFD.

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

cc: Shawyn Patterson-Howard, Mayor
Darren Morton, Comptroller