



**CITY OF MOUNT VERNON, NY**  
DEPARTMENT OF RECREATION

**SHAWYN PATTERSON-HOWARD**  
*Mayor*

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

**KATHLEEN WALKER- PINCKNEY**  
*Commissioner*  
**ANDRÉ G. EARLY**  
*Deputy Commissioner*

April 10, 2025

Honorable Members of the City Council  
Through the Office of the Mayor  
City Hall  
Mount Vernon, NY 10550

**RE: City Fest 2025**

Dear Honorable Members:

This letter comes to request that the City Council enact legislation that will allow the Department of Recreation to co-sponsor 'City Fest' (Business, Food and Culture Expo) with the Friends of Mount Vernon, Recreation and Youth Programs, Inc. on Saturday, September 13, 2025 (rain date September 14, 2025). The event will begin at 12 noon and end at 9:00 pm. The specific set-up and details are as follows:

- Permission to close the following streets on Saturday, September 13, 2025, from 4:00 am to 10:00 pm:
  - Gramatan Avenue from Lincoln Avenue to Sidney Avenue
  - Oakley Avenue from Crary to Gramatan Avenue
  - North Street from Crary to Gramatan Avenue to North 5<sup>th</sup> Avenue
  - North 3<sup>rd</sup> Avenue from Sidney Avenue to Oakley Avenue
- Permission to direct the Department of Public Safety and Parking to post street closing signs indicating the above street closure locations and times. These signs will need to be posted by Monday, September 8<sup>th</sup>.
- Permission to use street beds and sidewalks to set up booths, tents, tables, and chairs to accommodate outdoor dining, food, merchandise, and art vendors.
- Permission to authorize the Departments of Public Safety, Public Works, Water, and Fire to assist with the event.
- Permission to display banners throughout the city promoting 'City Fest'.
- Permission to authorize a stage placement on Gramatan Avenue between Lincoln Avenue and Oakley, in front of "the Circle". Please note that "the Circle" itself will not be closed.

Funds for this event will be reflected in Budget Code A7620.457, not to exceed \$25,000. The Department of Recreation will provide personnel as part of the co-sponsorship. If you have any further questions or concerns regarding this correspondence, please do not hesitate to contact the department at 914-665-2420.

Sincerely,

  
**André G. Early**  
Deputy Commissioner

cc: Office of the Mayor  
Office of the Comptroller  
Corporation Council  
File

