



CITY OF MOUNT VERNON
POLICE DEPARTMENT
SUPPORT SERVICES DIVISION
(914) 665-2504 FAX (914) 665-2559



Lt. Janie McKennie
Commanding Officer

Sgt. Curtis Subryan
Sergeant

Sgt. Kareem Lloyd
Sergeant

Date: June 30, 2025

To: Office of the Police Commissioner

From: Captain Michael Goldman -- Support Services Division

Subject: City Fest 2025

The Department of Recreation is sponsoring City Fest to be held on Gramatan Avenue between Oakley Avenue and East Prospect Avenue. This event is scheduled for September 20, 2025 from 1300-2000 hours with a rain date of September 21, 2025.

The organizers propose the closure of the following City Streets:

1. Gramatan Avenue between Oakley Avenue and East Prospect Avenue
2. Oakley Avenue Between Crary Avenue and Gramatan Avenue
3. North Street between Gramatan Avenue and North 5th Avenue
4. North 3rd Avenue from Sidney Avenue to Oakley Avenue

If the permit is approved, the undersigned recommends DPW place barricades at the following locations:

1. North Street and Gramatan Avenue
2. North Street and North 5th Avenue
3. West Sidney Avenue and North 5th Avenue
4. Crary Avenue and East Sidney Avenue
5. North 3rd Avenue and Oakley Avenue
6. Gramatan Avenue and East Prospect Avenue
7. East Sidney Avenue and Park (no W/B traffic)
8. East Prospect Avenue and North 3rd Avenue
9. Oakley Avenue and Park Avenue
10. East Sidney Avenue and Gramatan Avenue
11. Crary Avenue and Oakley Avenue

12. Gramatan Avenue and Lincoln Avenue (no S/B traffic)

Additionally, the Department of Public Works should place "No Parking" signs on the above listed streets at least seventy- two (72) hours before the event.

Due to the large amount of people expected to attend this event, it is recommended that the Patrol Division utilize Plug- Ins, hire police personnel to assist with crowd control and security, and hire supervisors assigned to this detail to ensure proper operations. I further recommend utilizing School Crossing Guards to assist with traffic control. It is recommended 4 Police Supervisors, 46 Police Officers, and 13 School Crossing Guards. It is recommended that officers hired on overtime be compensated by the Recreation Department.



Captain Michael ; Goldman
Support Services Division

**CC: Patrol Division
Parking Bureau**


6/30/25



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

June 27, 2025

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

RE: City Fest 2025 - AMENDED

Dear Honorable City Council Members:

While we submitted initially, and subsequently approved during the April 23, 2025 meeting of the City Council, 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 the RESCHEDULED day of Saturday, September 20, 2025 (rain date September 21, 2025). The event will take place during the hours of 1:00 pm and 8:00 pm. The specific set-up and details are as follows:

- Permission to close the following streets on Saturday, September 20, 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 5th Avenue
 - North 3rd 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 15th.
- 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

"The Jewel of Westchester"