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 13th.
- 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