

TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 5/3/19
RE: 2019 First Night

Summary: To consider the Special Event application request for First Night Harrisonburg on Tuesday, December 31, 2019.

Background: First Night Harrisonburg is requesting the closure Main Street between the hours of 6pm-12am for the 28th annual First Night Harrisonburg. 2,500-4,000 participants are expected. The following streets require closure:

- Main St from MLK-Elizabeth St, Bruce St from Liberty to Federal (with access to Water St. parking deck); Newman Ave from Main to Federal, and Water Street from Liberty to Federal (with access to Water St. parking deck).
- Warren St.
- Court Square, Graham St, adjoining section of E Market St.

This application was reviewed and approved by the Special Events Committee on 5/2/19.

The total cost of the event is estimated to be \$6,840.

Key Issues:

- HPD support (16 officers)
- Public Works support (street closures, no parking signage, refuse collection, sweeper)
- HFD support (Command post; access to FCDs, 20'ft fire line along closed streets)
- COI and Endorsement will be submitted at least 30 days prior to event
- Food vendor list will be submitted at least 2 weeks prior to event

Environmental Impact:

Fiscal Impact:

Prior Actions:

- Alternatives:**
- (a)
 - (b); or
 - (c) Do not adopt ordinance at this time

Community Engagement:

Recommendation:

Attachments:

Review:

The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

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