



CITY OF HARRISONBURG  
**PARKS &  
RECREATION**

901 CHICAGO AVENUE, HARRISONBURG, VA 22802

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TO: Ande Banks, City Manager  
FROM: Matt Little, Recreation and Events Manager, Parks & Recreation  
DATE: 8/28/23  
RE: HDR's Veterans Parade

**Summary:** Consider the special event application request for the Veterans Parade on Sunday, November 5, 2023.

**Background:** The Veterans Parade is an annual event organized by HDR, in partnership with the City of Harrisonburg. The parade begins at the Rockingham County Administration Center, travels south on Main St, and ends at the City Hall parking lot.

This application was reviewed and approved by the Special Events Committee on August 10, 2023.

The total cost of this event is estimated to be around \$6,000. The event organizer is responsible for payment of applicable charges.

**Key Issues:**

- PW Support (street & parking lot closures, message boards)
- HPD Support (off-duty officers)
- HFD Support (engine & Tower 1)
- COI and endorsement to be submitted prior to the event