

TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 03/04/19
RE: 2019 Friendly City Fourth

Summary: Consider the special event application request for Friendly City Fourth on Thursday, July 4, 2019 from 4pm-9:30pm.

Background: Friendly City Fourth, formerly Valley Fourth, is annual event in its 18th year. Activities take place throughout downtown Harrisonburg throughout the day; most activities will be held at Turner Pavilion and Park, City Hall Parking lot, and the Municipal Building Parking lot.

HDR, the event organizer, is requesting the closure of Warren St. and the parking lots listed above. This application was reviewed and approved by the Special Events Committee on 02/07/19.

The total cost of this event is estimated between \$650-1,100. The event organizer is responsible for payments to HPD off-duty officers.

Key Issues:

- PW Support** (street closure/parking lot closures, message boards, roll off container, sweeper)
- HPD Support** (1-2 off duty officers for beer garden, support at Westover for fireworks)
- HFD Support** (fireworks permit, fire marshal, educational activities, command post)
- Possible inflatable amusement devices. Organizer will contact **Community Development/HFD** at least 60 days in advance.
- Grounds form will be submitted to **Rockingham County** (for use of Court Square)
- Vendor list to be sent to **Commissioner of Revenue**
- Insurance documentation** to be provided before event
- ABC Banquet license** to be provided before event

RE:

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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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