



TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 03/03/20
RE: 2020 Friendly City Fourth

Summary: Consider the special event application request for Friendly City Fourth on Saturday, July 4, 2020.

Background: Friendly City Fourth, formerly Valley Fourth, is annual community event in its 19th 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 02/27/20.

The total cost of this event is estimated between \$1,860-2,160. The event organizer is responsible for payments to HPD off-duty officers working the beer garden.

Key Issues:

- PW Support** (street closure/parking lot closures, message boards, roll off container, sweeper)
- HPD Support** (2 off duty officers for beer garden, support at Westover for fireworks)
- HFD Support** (fireworks permit, fire marshal, educational activities, command post, EMS Bike team)
- Community Development:** possible stage inspection (Stageline SL-100 in on Friday, 7/3)
- 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