



CITY OF HARRISONBURG
**PARKS &
RECREATION**

901 CHICAGO AVENUE, HARRISONBURG, VA 22802

OFFICE (540) 438-1644 • FAX (540) 433-9169

TO: Ande Banks, Interim City Manager
FROM: Matt Little, Recreation and Events Manager, Parks & Recreation
DATE: 10/13/2022
RE: HDR's Veterans Parade

Summary: Consider the special event application request for the Veterans Parade on Sunday, November 6, 2022.

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 October 13, 2022.

The total cost of this event is estimated to be around \$5,300. 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