



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: 6/8/26
RE: African American Festival

Summary: Consider the special event application request for the African American Festival on Saturday, September 12, 2026.

Background: The African American Festival is an annual event that takes place in Harrisonburg. It will take place at Ralph Sampson Park. The Festival will have a full day of activities, food, & live music.

This application was reviewed and approved by the Special Events Committee on April 16, 2026.

The total cost of this event is estimated to be around \$3,500. The event organizer is responsible for payment of applicable charges.

Key Issues:

- PW Support (no parking signage, roll off container)
- HPD Support (off-duty officers)
- Commissioner of Revenue (food tax, business licenses)
- Community Development (stage permit)
- COI and endorsement to be submitted prior to the event