

DOUGLAS HALLOWEEN PARADE FOR ADULTS

Saturday, October 26, 2024 - 9:00pm - Lineup | 10pm Parade



August 21, 2024

Dear Douglas Downtown Development Authority,

Hystopolis Productions has received permission from the Douglas City Council to host the 26th Annual Douglas Halloween Parade for Adults on Saturday, October 26, 2024. The city manager directed us to contact you regarding administrative costs and food truck management.

We understand Douglas is working to require all events to pay for city services. This year Hystopolis Productions is mandated to cover municipal services totaling \$18,057.64 to stage the parade, please see cost breakdown below.

Department	Staff	Equipment	Total Cost	Notes
Douglas Police Department	\$1,628	\$223	\$1,851	Patrol Vehicles 3@ 5 hours
Department of Public Works	\$5,760	\$1,964	\$7,724	4 pick-ups; 1 loader; 4 trailers; 1-F600 Dump Truck; 1 International Plow Truck; 1 UTV
Saugatuck Township Fire District	\$2,025	\$0	\$2,025	Payment directly to STFD
Michigan State Police	\$6,458	\$0	\$6,458	Payment directly to MSP
TOTAL	\$15,871	\$2,187	\$18,058	

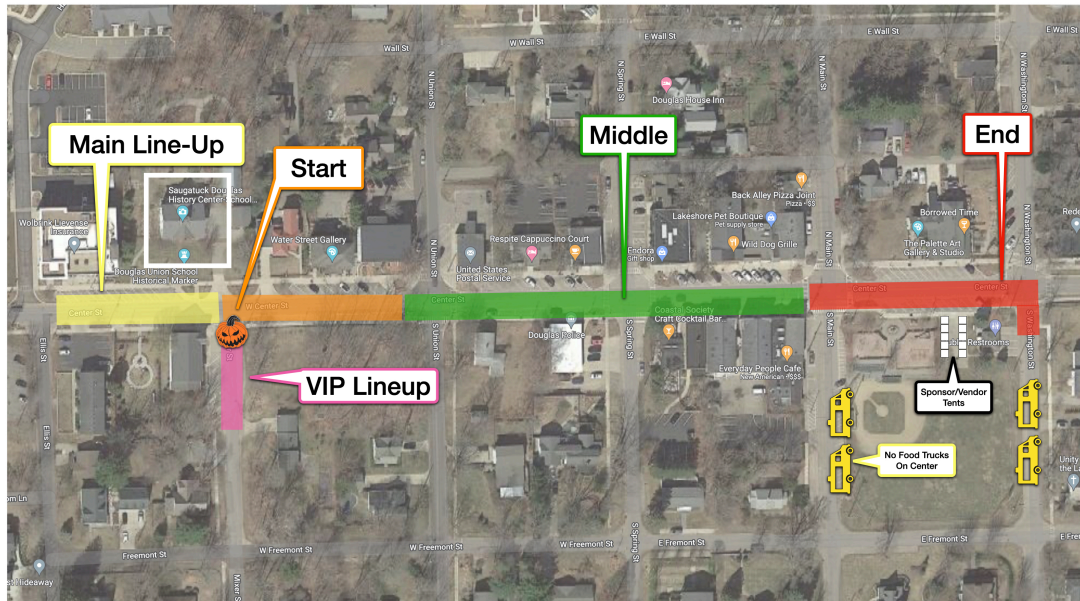
In the spirit of the success of this event and the positive impact on the community, we ask the DDA to consider forgiving the vehicle and equipment depreciation fees totaling \$2187 (indicated above in red) for the Douglas Police Department and Department of Public Works.

With the substantial increase to our budget, we are looking for additional means of raising revenue to help fund the parade without putting additional burden on our local small businesses who fund it annually. We would appreciate any support from the DDA.

Regarding food trucks, they should be kept off the parade route on Center Street, and instead should be located around Beery Field as indicated on the map below. If food trucks apply for

a permit between the hours of 7-11 pm on the 26th of October, we request greater control over the approval process and placement to ensure a safe event.

2024 Douglas Halloween Parade Layout



Thank you very much for your consideration and we look forward to working with you to promote our amazing community.

All the best,

Erin K. Wilkinson
Director of Events
Hystopolis Productions