

March 20, 2026

City Clerk

City of Vicksburg

RE: Request for Approval – Easter Weekend Family Celebration

Dear City Clerk:

On behalf of the City of Vicksburg Youth Services Division, the Vicksburg Warren Youth Development Center, and Be Coming U Mentoring, I respectfully submit this request for approval to host the Easter Weekend Family Celebration, scheduled for April 3–4, 2026 at Halls Ferry and Washington Street Park.

The purpose of this event is to provide safe, family-friendly recreational opportunities for residents of Vicksburg while encouraging community engagement during the Easter holiday weekend. The two-day celebration is designed to bring families together through positive activities that promote youth development, community connection, and the responsible use of our city parks and recreational spaces.

Friday, April 3, 2026 | 6:00 PM – 9:00 PM

Family Movie Night Kickoff

- Outdoor family movie screening

- Meet-and-greet with the Easter Bunny

- Family photo opportunities

- Complimentary popcorn and refreshments for children

Saturday, April 4, 2026 | 12:00 PM – 6:00 PM

Family Kickball Showdown & Easter Festival

- Community Easter egg hunt divided by age groups

- Family kickball tournament for participants ages five and up

- Easter Bunny photo opportunities

- Music and family recreation activities

- Food vendors and food for participating families while supplies last

The event is expected to attract approximately 150–300 residents, including youth and families from across the city. This initiative will support positive youth engagement, strengthen family relationships, and provide opportunities for community members to gather in a safe and welcoming environment.

The Youth Services Division will coordinate event logistics in collaboration with local partners and city departments. Resources may include movie projection equipment, sound systems, Easter eggs and candy, recreational equipment, and assistance with event setup and security. Additional support may also be secured through local sponsors and community partners.

This event aligns with the City of Vicksburg's ongoing commitment to promoting youth development, family engagement, and community recreation.

Therefore, I respectfully request approval from the Board of Mayor and Aldermen to host the Easter Weekend Family Celebration at Halls Ferry Park and Washington Street Park and to coordinate with the appropriate city departments to ensure the successful implementation of this community event.

Respectfully submitted,

Sh'Vante S. Wiggins

Youth Services Coordinator

City of Vicksburg



Vicksburg Police Department

Attn: Chief of Police

820 Veto Street

Vicksburg, MS 39180

RE: Request for Police Presence at Community Youth Events

Dear Chief Burns,

I hope this letter finds you well. On behalf of the City of Vicksburg Youth Services Division, I am writing to respectfully request police presence for two upcoming community youth events designed to provide safe, positive, and family-friendly activities for our residents.

We are requesting police support for the following events:

Family Movie Night

Location: Washington Street Park

Date: April 3, 2026

Time: 6:00 PM – 9:00 PM

Easter Egg-Stravaganza

Location: Halls Ferry Park (257 Halls Ferry Park Road, Vicksburg 39180)

Date: April 4, 2026

Time: 12:00 AM – 6:00 PM

These events are part of our continued efforts to promote youth engagement, family bonding, and safe recreational alternatives within our community. Having a visible police presence will greatly enhance safety, assist with traffic and crowd management, and help ensure a welcoming and secure environment for all attendees.

We greatly value the partnership between the Vicksburg Police Department and the Youth Services Division, and we appreciate your ongoing support of programs that positively impact the youth and families of our city.

Please let us know if any additional information is needed. I can be reached to coordinate logistics.

Thank you for your continued service and commitment to keeping Vicksburg safe.

Sincerely,

Sh'Vante Wiggins

Youth Services Coordinator

City of Vicksburg Youth Services Division

CITY OF VICKSBURG, MISSISSIPPI • YOUTH SERVICES DIVISION

1401 Walnut Street, Suite 308 • Vicksburg, Mississippi 39180 • Office: 601.801.2311 • Cell: 601.532.0192 • swiggins@vicksburg.org

VICKSBURG.ORG

City of Vicksburg
Parks & Recreation Department
P.O. Drawer 150
Vicksburg, MS 39181
Telephone: (601) 634-4516 Fax: (601) 631-3762

Application for Field Rental

NAME or NAME OF ORGANIZATION City of Vicksburg Health Services DATE 3/20/26
ADDRESS 1401 Walnut St. CITY Vicksburg STATE MS
EMAIL SW.gpins@vicksborg.org CELL PHONE 601 532 0492
GAME TYPE: BASEBALL _____ SOFTBALL _____ SINGLE PLAY _____ OTHER PLAY
Will the concession stand be required? No

Use of the concession stand may require an additional contract.

Rental Dates April 4, 2026 Times: 11:00 AM - 5:00 PM Fields _____

TERMS AND CONDITIONS

1. The fee will be \$75.00 per day, per field.
2. A deposit of \$100.00 is required for and is refundable if the field is cleaned up after use. Checks shall be made payable to the City of Vicksburg.
3. Applications may be returned to the address set forth below:
City of Vicksburg Parks & Recreation Department
100 Army Navy Drive
Vicksburg, MS 39180

Note: The Vicksburg Parks & Recreation Department reserves all rights to cancel any games scheduled due to inclement weather. A full refund will be given if a game is cancelled due to inclement weather.

4. Applicant shall adhere to all local, state, and federal laws.
5. The applicant shall be required either to purchase liability insurance through the City, present proof of insurance coverage in an amount no less than one (1) million dollars or present proof of insurance coverage as required by the Tort Claims Act. Applicant shall hold the Board of Mayor and Aldermen of the City of Vicksburg, its successors, employees and any and all other persons so associated with the City, harmless from any and all claims, demands, damages, actions, or suits of any kind or nature whatsoever, both known and unknown that may arise as a result of this event.
6. The City of Vicksburg does not discriminate on the basis of sex, race, creed or national origin.

Signature of Applicant [Signature] Date: 3/20/26

---OFFICE USE ONLY---
APPLICATION AND DEPOSIT RECEIVED BY: _____ DATE _____
APPLICATION APPROVED BY: [Signature] DATE 3/23/26
NUMBER OF FIELDS _____ X \$75.00 PER FIELD = \$ _____ TOTAL DUE _____
RECEIPT# _____ DATE _____ CHECK# _____ CASH _____