



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: 5/7/24
RE: Royals Go Downtown

Summary: Consider the special event application request for Eastern Mennonite University's Royals Go Downtown on Thursday, September 26, 2024, from 5-8pm.

Background: Royals Go Downtown! will introduce EMU students to restaurants and opportunities that downtown has to offer. It will conclude with a social event at Turner Pavilion.

This application was reviewed and approved by the Special Events Committee on April 18, 2024.

The total cost of this event is estimated to be less than \$1000. The event organizer is responsible for payment of applicable charges.

Key Issues:

- PW Support (sweeper)
- HPD Support (officer support)
- Turner Pavilion Rental
- COI and endorsement to be submitted prior to the event