



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: 3/27/23
RE: HDR's Downtown Dinner Party

Summary: Consider the special event application request for the Harrisonburg Downtown Renaissance's Downtown Dinner Party on Saturday, May 20, 2023.

Background: The Downtown Dinner Party is a private event held at Turner Pavilion and serves as a fundraiser for HDR which includes food and alcohol.

This application was reviewed and approved by the Special Events Committee on March 16, 2023.

The total cost of this event is estimated to be around \$1100. The event organizer is responsible for payment of applicable charges.

Key Issues:

- PW Support (No parking signage, barricades, flusher & sweeper trucks)
- HPD Support (off-duty officers)
- COI Attached