



**TOWN OF PALMER LAKE  
BOARD OF TRUSTEES - MEMO SUMMARY**

<b>DATE:</b> October 12, 2023	<b>ITEM NO.</b>	<b>SUBJECT:</b> SPECIAL EVENT APPLICATION –
<b>Presented by:</b> Town Administrator/Clerk		Christmas Musical Review

**Background**

The Arts Council is planning a Christmas musical review for the weekend of December 15-16 in the town hall. Staff will review the event plans to address any concerns or assistance from departments.

It is requested that the special event fee is waived.

**Recommended Action**

Approve the event to take place at the Town Hall as presented.