



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

DATE: August 11, 2022	ITEM NO.	SUBJECT: SPECIAL EVENT APPLICATION – Lewis Palmer Middle School Cross Country Meet
Presented by: Deputy Clerk Julia Stambaugh		

Recommended Action

To approve the event to take place as presented and endorsed by Staff.

Background

The Lewis-Palmer Middle School Cross Country Race is a running event, which will host District 38's eight middle schools serving 6th, 7th and 8th grade students. The event is set to take place on September 7, 2022, from Noon to 6:30PM, with the running of the course from approximately 3:45pm to 6:00pm. Set up will be from 12 – 1PM. There will be approximately 500 children and 200+ spectators. The starting times will be staggered by grade and also by boys and girls. This is a one-mile course starting at the New Santa Fe Trailhead, making a loop on the trail and then continues around Palmer Lake. The event coordinator, Bill Kissell has received a permit from El Paso County to use the Santa Fe Trail.

The event has requested the Fire Dept. be on stand-by for any medical emergency. Each school will send a team of coaches, who will supervisor their students. The school coaches are certified in CPR, First Aide, and AEDs. Also, each school will provide medical kits to their staffs. In the event of an emergency, they will call 911. The event will provide three porta-potty units to be delivered the day before and picked up the day after the event.

The Police Dept. block the entrance to the Palmer Lake Recreational Park's parking lot, during the event, to allow for the school buses to drop off and pick up their students. PD will send officers to help with traffic control. The event had instructed the bus drivers to come off I-25 at County Line Rd and then turn into the Park. Traffic will also be coming from the south on Highway 105.

The event is requesting the \$100 application fee be waived.