



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

DATE: May 9, 2024	ITEM NO.	SUBJECT:
Presented by: Deputy Town Clerk, Grace McNeil		Special Event - Palmer Lake Elementary School PTO – 42 nd Annual July 4 th Fun Run

Recommended Action

To approve the event to take place at the Palmer Lake Recreational Area as presented and endorsed by Staff.

Background

The Palmer Lake Elementary School PTO’s 42nd Annual July 4th Fun Run is a four-mile run starting at Palmer Lake and continuing along the Santa Fe Trail and ending in Monument. It will take place on July 4, 2024. The event has received permission from El Paso County to use the Santa Fe Trail. The Fire Dept will give the traditional blare of their fire engine siren to start the race.

The arrival time for set up and the participants packet retrieval will be on the morning of the run at 6:00 a.m., with a start time of 7:00 a.m. at the Pavilion. The event will finish by about 11:00 a.m.

The event coordinator anticipates up to 500 runners. They will have staggered start times with the runners going first and then those who will walk will follow them.

The parking area on the west side of the lake will be utilized as much as possible. It will be communicated to use the public parking lots along Hwy 105. Traffic and parking will be directed by volunteers with safety vests and flags. The Police Dept requests that participants not park along County Line Rd, as large groups of parked cars can invite break-ins. Also reminding all the participants to leave their valuables at home. The Police Dept stated that attendees not walk on the train tracks and that violations may result in citations. Portable restrooms will be available to the public.

EMS plan for the event: All volunteers staged at the starting line, the mid-point, and the finish line are CPR/first aid certified. They will be staged along the route, sweeping the area to ensure all participants cross the finish line. Monument FD ambulance will be parked at the finish line. In the event of an emergency, they will call 911.

The event coordinator is requesting a waiver of the \$100.00 application fee including deposit.