



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

DATE: Sept 14, 2023	ITEM NO.	SUBJECT: Special Event Application – Palmer Lake Outdoor Classic
Presented by: Town Administrator /Clerk		

Background

The outdoor classic is planning its annual hockey tournament event for January 5-7, 2024. The backup dates will be January 19-21 if weather requires a change. This year, the kids camp will take place Friday evening from 4:30-6:30p and possibly Saturday morning. There will be four high school teams playing Saturday from 6-9pm. A new addition to the event is utilizing the set up for adult hockey games on Sunday from 9-12p with playoff from 6-7:30p.

Tents and other ice activity will be set up Thursday. Cones will be added to the south end of the lake to limit/control the quantity of vehicles (10) parking. Volunteers will manage parking areas and control the team entrance (at northeast lot). The set up for fencing and bleachers will be similar to past years. Attendees anticipated for the Saturday tournament is about 2,000.

Mobile vendors will require peddler permits and require inspection. PD will plan 2-3 officers on duty and Fire will be present to monitor about 4 burning barrels over the weekend. Fireworks are being considered for the Saturday evening tournament. Staff will be meeting on-site with Jensen's and Bradley's to review the location. The town star will be lit Saturday with the singing of the national anthem. The activities for the Sunday adult games are still being considered.

Any large modification to this event will be reported to the Board prior to the event and a final operation plan provided.

Recommended Action

Staff recommends approval of the event as presented and updates will be communicated.