



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

DATE: Sept 14, 2023	ITEM NO.	SUBJECT: Special Event Application – Monument Academy Cross Country
Presented by: Town Administrator /Clerk		

Background

Monument Academy (MA) will host a cross country event on Friday, September 29, around the lake area. Set up will begin by 2pm and the races will be staggered beginning at 4p with awards at 6p and clean up to follow.

MA will provide (3) portable toilets to the east side of the lake for the event. Buses will drop athletes at the lake area and leave or park in the ballfield lot, along with spectator parking. The event is anticipated to have about 350 attending. Individual teams will be responsible for first aid and, in the event of emergency, will call 911.

MA is requesting that the event fee be waived.

Recommended Action

Staff recommends approval of the event as presented.