



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

DATE: May 26, 2022	ITEM NO.	SUBJECT:
Presented by: Deputy Town Clerk, Julia Stambaugh		Special Event – Palmer Lake Elementary School PTO – The 40 th Annual - July 4 th Fun Run

Recommended Action

The staff recommends for the Board’s approval, the Special Event – Palmer Lake Elementary School PTO – The 40th Annual - July 4th Fun Run go forward as submitted.

Background

The Palmer Lake Elementary School PTO’s 40th Annual July 4th Fun Run is a four-mile run starting at the Palmer Lake Recreational Park continuing along the Santa Fe Trail and ending in Monument. It will take place on July 4. The event has also received permission from El Paso County to use the Santa Fe Trail. There is an annual tradition for a fire engine to give the start signal with a blare of their fire siren. Our Fire Dept. will be there to start the run.

Their arrival time for set up and the participants packet retrieval, will be on the morning of the run at 5am, with a start time of 7:30am, at the Pavilion. This happens on the same day as the Festival on the Fourth set up. However, they will be done by 11am, and the Festival will start set up in the afternoon.

The run anticipates up to 500 runners. They will have staggered start times with the runners going first and then those who will be walking after them.

The parking area on the westside of the lake will be utilized as much as possible. People are being asked 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 reminds the participants to leave their valuables at home. Portable restrooms will be utilized and delivered the day before the race.

The 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. TLMFPD ambulance will be parked at the finish line. In the event of an emergency, they will call 911.

The event is requesting a waiver of the \$100 application fee.