

Memo

To: Mayor JB Lawrence & Town Council
CC: Scott Fogleman
From: Parks & Recreation Director Jennifer Brown
Date: March 4, 2016
Re: Blue Ridge Relay – Saturday, September 5, 2014

Attached please find a request from the Blue Ridge Relay, to use our pool parking lot on Friday, September 9, 2016 from 3:00pm to 9:15pm as one of their exchange zones along the race route. This is their 12th annual road race that begins at Grayson Highlands Park in Virginia and ends in downtown Asheville. They have used the pool parking lot the past two years as an exchange point and it has worked out very well. The pool parking lot is adjacent to the race route which runs from 321 to 221 and past Grandfather Mountain.

They have also referenced the possibility of using the restrooms at the pool again this year. There would not be a scheduling conflict because the pool will close for the season on Monday, September 5, 2016. If using the pool restrooms is not approved then they would like to set up approximately 6 port-a-johns for the runners during the exchange time only.

The Blue Ridge Relay had a very low impact on the pool parking lot and restrooms the past two years. The entire area was clean and well taken care of. It is my recommendation to allow them to use this space again this year.

Blue Ridge Relay

208 Miles of Endurance

Blue Ridge Endurance Ltd
2385 Big Flatts Church Road
Fleetwood, NC 28626
336-877-8888
info@BlueRidgeRelay.com
www.BlueRidgeRelay.com

February 22, 2016

Ms. Jennifer Brown
Blowing Rock Parks and Rec
145 Park Ave, PO Box 47
Blowing Rock, NC 28605

Dear Jennifer,

Thank you for allowing the 2015 Blue Ridge Relay use of the Blowing Rock pool parking lot as a runner exchange zone. Your permission is greatly appreciated and is vital to the success of the Blue Ridge Relay. We are planning for this year's race and I hope that you will once again allow us the privilege of using the parking lot.

1. The date of the Relay is Friday, September 9 and time of access is 3:00pm – 9:15pm.
2. Your permission will allow support vehicles (most likely vans) to park in your parking lot.
3. Total number of people on site: 900 spread over an approximate 6 hour period.
4. Total number of vehicles: 160 spread over an approximate 6 hour period.
5. I would be thrilled to have access to the pool restroom facilities once again. However, if these are not available, I request permission to allow port-a-johns to be set at a location determined by you. Port-a-johns will be set no earlier than Thursday, September 8 and will be removed no later than Saturday, September 10.
6. The Blue Ridge Relay will ensure that the parking lot and adjacent area is left clean and in the condition it was received.
7. As a participating organization you will be covered under the Blue Ridge Relay's Liability Insurance Policy, which is received through USA Track & Field.

Since 2013, ZAP Fitness staffed this location and I will inquire with them again. The Blue Ridge Relay makes a financial contribution to every community group that staffs the race course.

Thank you again for being a vital part of the Blue Ridge Relay. Please complete the information below if any contact information has changed.

Kind regards,

Kenneth S. Sevensky
Director, Blue Ridge Relay

Jennifer Brown, Blowing Rock Parks & Rec.

Date

Contact Person _____ Phone _____ Email _____

Mailing Address (include City and Zip Code) _____
