

	AM SET-UP 6:30 to 8:00	PRE-RACE 8:00 to 9:00	RACE 9:00 to 10:00	POST-RACE 10:00 to 11:00+
TENT	All hands			
STAGE [Command Post] Meet DJ (table, power), set-up awards table, sponsor banner Awards, photos Sponsor banner	Tom, Kate Chris, Alfie	Tom, Kate, Dr. Cunningham, DJ	Tom, Kate, Dr. Cunningham, DJ	Awards: Alfie, Tom, Kate, Dr. Cunningham, DJ Tom, Kate, Lissa, Dr. C, photographer Chris, Alfie
FOOD Water, apples donuts for band / staff Pizza delivery 9:30 via McCully	Gail Kathleen HHS Vol 5	Gail Kathleen HHS Vol 5	Gail Kathleen HHS Vol 5 (Pizza delivery (9:30))	Gail Kathleen HHS Vol 5
BASKETS Sell tickets; hand-out baskets to winners	Veronica, +	Veronica, +	Veronica (bring winner list to Tom / Kate)	Veronica, +
RACE COURSE SET-UP (Gator) Stage cones, directional signs, tables, water, cups, shovel and brooms 8:55 move into place when roads close	Matt Jedd HHS Vol 1 and 2	Matt Jedd HHS Vol 1 and 2	(Matt to Water Station 1) (Jedd to Water Station2) Vols to Water Stations	Clear the course / break-down / clean-up " "
REGISTRATION Walk-up registrations via app, hand-out bags, shirts	Suzanna Kristine, Kathy HHS Vols 3 and 4	Suzanna, Kathy Kristine, Erica HHS Vols 3 and 4	Suzanna Kristine (Last runner / walker at 9:15) HHS Vols 3 and 4	xxxxx xxxxx
TIMING Meet rep. and assist with set-up	Alfie	Alfie	Alfie to "road to finish" (20)	xxxxx
VOLUNTEERS Set-up pop-up tent with green flags; sign-in Sign volunteer time sheets	Dawn, Chris	Dawn	Dawn	Dawn, Lissa
KIDS ACTIVITIES HAEE Board member to oversee HHS vols	Dawn	Dawn HHS Vols 5, 6, 7, 8	Dawn HHS Vols 5, 6, 7, 8	HHS Vols 5, 6, 7, 8
TRAFFIC Direct drop-off / parking Coordinate road closures	xxxxx	Lissa Chris (Police / Fire Police meeting at 8:15)	Lissa to Water Station 1 Chris (rolling road-opens)	all roads (except start / finish) to open once runners / walkers have finished

UNASSIGNED ("Rapid Response")

Becky, Erica, Josh, Christy,
Kathy

Becky, Josh, Christy

RACE MONITORS (POST #)

(1) Soccer parking access control	Chris	Fire Police - Mary	Fire Police - Mary	Fire Police
(2) 'Dip road' / Pond / volleyball	xxxxx	Becky	Becky	Clear the course / break-down / clean-up
(3) Baseball	xxxxx	"	"	head to start / finish area
(4) McCully Rd at Topnick	xxxxx	"	Police / Fire Police - Kevin / Molly	"
(5) HHS intersection lot A & C	xxxxx	"	"	"
(6) HHS intersection lot C & D	xxxxx	"	Police / Fire Police - Rob	"
(6) HHS intersection lot C & D	xxxxx	"	"	"
(7) HHS Lot D - back corner 'B / C corner'	xxxxx	"	Police / Fire Police - Willie	"
(7) HHS Lot D - back corner 'B / C corner'	xxxxx	"	"	"
(8) HHS Lot E	xxxxx	"	"	"
(9) HHS Lot F	xxxxx	"	Police / Fire Police (phase II) - Rob / Willie	"
(9) HHS Lot F *split*	xxxxx	"	"	"
(10) Water Station 1 Topnick @ HHS) -	xxxxx	"	Lissa	"
(10) Water Station 1 - 2 Vols	xxxxx	"	"	"
(11) Park road outbound	xxxxx	"	"	"
(12) Park road hill / gravel lot	xxxxx	"	"	"
(13) HMS - School Dr. and Topnick Dr	xxxxx	"	Police / Fire Police - Lisa	"
(14) Water Station 2 (HMS) - Board	xxxxx	"	Jedd	"
(14) Water Station 2 (HMS) - 2 Vols	xxxxx	"	"	"
(15) HMS - School Dr.	xxxxx	"	"	"
(16) HMS - Back parking lot	xxxxx	"	"	"
(17) HMS - Entrance	xxxxx	"	Police / Fire Police - TBD	"
<i>[return back down hill past posts 10 to 14].....</i>				
(18) Park entrance	xxxxx	Posts 3 and 5 once completed	"	"
(19) Trail - Entrance (across from Alcoa)	xxxxx	Becky	Becky	"
(20) Trail - Tennis courts	xxxxx	"	"	"
(21) Trail - Meadow	xxxxx	"	"	"
(22) Trail - Orchard	xxxxx	"	"	"
(23) Trail - above Comm Cntr	xxxxx	"	"	"
(24) Road to finish	xxxxx	"	Alfie	"
(25) Pre-finish	xxxxx	"	Chris	"
(26) Water Station 3 (at Finish) - Board	xxxxx	"	Tom / Kate	"
(26) Water Station 3 (at Finish) - 2 Vols	xxxxx	"	Vols 3 and 4	Vols 3 and 4