



2024 Horsetooth Summer Swim League Championship Meet
Fort Collins, CO

Friday, July 12th, 2024 (11 & Over)

Saturday, July 13th, 2024 (10 & Under)

	Parkwood
Bucking Horse	Registry Ridge
Centennial Rec	Ridgewood Hills
Collindale	SCCA Sharks
Fossil Lake Ranch Penguins	Stetson Creek
Genesis Miramont	Cutthroats Stoneridge
Huntington Hills Hurricanes	Stingrays
Maple Hill Makos	Village Green Velociraptors
Nelson Farm Gators	Westfield Waves
Observatory Village	Willow Springs

Village Green Pool – 1831 Valley Forge Ave, Fort Collins, 80526

Welcome Horsetooth Summer Swim Clubs!

Thank you for participating in the Horsetooth Summer Swim League Championship Meet, to be held at the Village Green Pool on July 12th and 13th, 2024. This is your information packet and contains all pertinent information regarding events, scoring, awards, merchandise orders and advertising forms. Please share with the families on your team, all coaches and managers.

Important Deadlines:

- **MERCHANDISE ORDERS:** Can be made online with MI Sports any time between NOW and **June 26, 2024**. Here is the link to do online orders: [Horsetooth Summer League](#)
- **FEE PAYMENT:** Sunday, July 7th, 2024 by 12:00pm (noon). Two checks required with attached entry fee form; one payable to Horsetooth Summer Swim League, one payable to Vortex Swim Club.
- **PROGRAM ORDERS:** Sunday, July 7th, 2024, by 12:00pm (noon). A check required with attached order form payable to Vortex Swim Club.
- **ELECTRONIC SWIMTOPIA ENTRIES:** Saturday, July 6th, by 3:00pm. All PAYMENT for entries is due Sunday, July 7th by 12:00pm (noon).
 - **LATE ENTRIES ACCEPTED:** Saturday, July 6th, 2024 AFTER 3:00pm to Sunday, July 7th, 2024, by 5:00pm (A check for all entries and late fee will be written to Vortex Swim Club.)
 - **Please email a PDF copy of your SwimTopia "Meet Entry Fees" Report for both days to Rachel Ferguson when you submit your final entries.** Use these options for the Meet Entry Fees Report: Display: Meet Host Fees; leave all three boxes unchecked.
- **ADVERTISEMENT SALES/ ARTWORK:** Wed, July 3rd, 2024, by 12:00pm. (A check with the Advertisement fee form, plus an email with artwork/advertisement.)

~~Note: Because Fee Payment is due three days before Electronic Entries, you must know which events your swimmers and team are swimming by Wednesday, July 3, 2024, by 12:00pm (noon) to complete your entry fee form.~~

Meet Director	Rachel Ferguson	secretary@teamvortex.org	970-213-7019
Volunteer Coordinator	Cheryl Refuerzo	cheryl_refuerzo@hotmail.com	970-203-5481
Treasurer	Rachel Ferguson	secretary@teamvortex.org	970-213-7019
Entry Chair, Computer Expert	Rachel Ferguson	secretary@teamvortex.org	970-213-7019
Head Official	Jonathan Lok	jlok42@yahoo.com	

Meet Format: The meet will be run as Timed-Finals. Swimmers will be seeded from slowest to fastest in a 6-lane pool, alternating heats of girls and boys. The 400 Freestyle events will be run as a mixed-gender event but scored as individual Men's/Women's events and as an individual age-group event.

Facility: The Village Green Pool is a 6-lane, 25-yard pool. The competition course has a Colorado Timing Systems Dolphin electronic timing system with automatic electronic start and a manual stop. The starter equipment features a visual start signal light designed for athletes who are deaf and hard of hearing, and is useful for all athletes. The meet will utilize 1 additional manual stopwatch as a backup time for events. Spectator seating is limited, so plan accordingly and bring along your own personal chairs.

Facility Location: Village Green Pool, 1831 Valley Forge Ave, Fort Collins, CO 80526

COURSE: The course is run as a Short Course Yards (SCY) course and all times reported as such.

SESSION TIMES:

Session 1	Friday, July 12, 2024	11& Older Swimmers
Warm up:	6:00 am to 6:25 am	First Wave
	6:25 am to 6:50 am	Second Wave
	6:50 am to 7:15 am	Third Wave
	7:15 am to 7:40 am	Final Wave
Coaches' Meeting	7:30 am in Baby Pool Area	Scratches submitted
Timers' & Heating Meeting	7:35 am at Computer Tent	After meeting go to lanes to test Dolphin timing system
Session 2	Saturday, July 13, 2024	10 & Under Swimmers
Warm up:	6:00 am to 6:25 am	First Wave
	6:25 am to 6:50 am	Second Wave
	6:50 am to 7:15 am	Third Wave
	7:15 am to 7:40 am	Final Wave
Coaches' Meeting	7:30 am in Baby Pool Area	Scratches submitted
Timers' & Heating Meeting	7:35 am at Computer Tent	After meeting go to lanes to test Dolphin timing system

WARM UPS: Lane assignments will be provided based on entries. Teams will be informed of the warm-up schedule on the Wednesday or Thursday prior to the meet, July 10th or 11th, 2024.

ELECTRONIC ENTRIES: All entries are to be submitted in Short Course Yards (SCY) via SwimTopia. Please check that your team name, address, and contact information are listed correctly in this file. **All entries are due on Saturday, July 6th by 3:00pm.**

ENTRY LIMITATIONS: Swimmers may swim a maximum of 4 individual events and 2 relay events. Each swimmer can only swim in ONE medley relay and ONE free relay.

RELAYS: All relay swimmers must be officially entered in the meet and swimming in at least ONE individual event. Coaches are responsible for getting relay teams to the heating area. Please ensure that coaches are following proper heating and seating procedures. CHECK IN is required at the Clerk of Course for this meet. All relays must have 4 individuals participating. There will be mixed relays and swim ups are allowed. See SwimTopia for specific guidelines on mixed relays.

HEATING & SEATING: All athletes must check in with the clerk of course prior to their event. Heaters and seaters will help ensure athletes are in their correct heat and correct lane. The heating & seating area will be fenced off; no parents or spectators will be allowed in this area.

DECK ENTRIES & SCRATCH PROCEDURES: There will be NO deck entries accepted at the meet. All entries must be submitted electronically using SwimTopia by Saturday, July 6th, 2024 at 3:00pm. Meet scratches for individual and relay events occur, each day, at the Coach's meeting, prior to the start of the meet. Coaches meetings are scheduled for 7:30 am each day, at the Baby Pool area.

DEADLINES: Deadline for SwimTopia entries is Saturday, July 6th, 2024, 3:00pm. All entries per team must be "locked out" then set to "Ready" in SwimTopia by 3:00pm or they will be considered late. Please see entry and fee guidelines for details.

ENTRY FEES: Electronic entries: A \$5.00 fee is assessed per swimmer as an entry fee. In addition to entry fees are: \$5.00 for each individual event, \$12.00 for relays. Manual entries done by VGV personnel (does not pertain to electronic entries) will result in an additional \$50.00 processing fee, and entry fees will be \$8.00, \$8.00 for individual events, and \$15.00 for relays. **PLEASE NOTE:** Failure to submit entries and fees by the deadline will also result in a \$50.00 processing fee and entry fees will triple. No refunds will be given for entries that are accepted, or for entries that are rejected due to improper entry.

Electronic Entries by July 6th Deadline:

Individual Entry Fee: \$5.00

Individual Event Fee: \$5.00

Relay Event Fee: \$12.00

Manual Entries by July 6th Deadline:

Individual Entry Fee: \$8.00

Individual Event Fee: \$8.00

Relay Event Fee: \$15.00

Processing Fee: \$50.00

Entries Submitted after July 6th 3pm and no later than July 7th (5pm):

Individual Entry Fee: \$15.00

Individual Event Fee: \$15.00

Relay Event Fee: \$36.00

Processing Fee: \$50.00

PAYMENT INSTRUCTIONS: Checks are payable to VORTEX SWIM CLUB for all individual event, relays and program fees. A separate check will be written to Horsetooth Summer Swim League for all entry fees. Mail or drop off to Rachel Ferguson's home: 2506 Fox Run Ct. Fort Collins, CO 80526. Please Note: You can write ONE check for the total amount for meet programs and meet events to Vortex Swim Club but a separate check for meet entries and League fees to Horsetooth Summer Swim League is required. The deadline for online merchandise orders is Wednesday, June 26th, directly at the [MI SPORTS ONLINE WEB STORE](#). The deadline for payment for meet programs and entries is Sunday, July 7th, 2024 (noon), and the deadline for electronic SwimTopia entries is Saturday, July 6th 2024 3:00pm.

EVENTS: The meet is pre-seeded and swimmers must swim in assigned heats and lanes. Heating changes may occur only by Meet Director/Entry Chair approval. If scratches leave an event with less than 3 swimmers, VG reserves the right to deck-seed the event. Additionally, swimmers missing their heat or event because they did not show up in the heating area, **WILL NOT** be re-heated.

RULES: Current CSSCSA Swimming rules will govern all competition.

COACH COMMITTEE: Village Green Swim Club will have a committee of 3 coaches total from the Horsetooth Summer Swim League to discuss any officiating discrepancies that might occur during the City Meet days.

ELIGIBILITY: All athletes must be current athlete members of a Horsetooth Summer Swim League club, whose age group is defined as the age the swimmer is on the 15th of May of the current season. Swimmers whose birthday falls on May 15th, 12:00AM, or later, must swim in that age-group during the season. (For example, a swimmer who turns 11 at 12:01AM on May 15th must swim in the 11-12 age group.)

MERCHANDISE ORDER DEADLINE: Pre-orders of merchandise can be done online starting now. Send the below link out to your swimmers and families and they can do their own individual purchase of merchandise. Orders for your team will be ready for pick up on Friday, July 12th, 2024 at the Village Green Pool. No merchandise will be available for purchase at the City Meet, nor will VGV be placing orders for teams or families. Deadline to make online orders is Wednesday, June 26th, 2024. The website to make online orders is: [MI SPORTS ONLINE WEB STORE](#).

PROGRAM ORDER DEADLINE: The pre-order of the meet program is highly encouraged. The deadline for Meet Program pre-orders is Sunday, July 7th, 2024 (noon). Teams have the option to drop off OR mail their check with a copy of the Program Order to Village Green Pool M-F from 7:15am to 9:30am OR a locked mailbox at Rachel Ferguson's home: 2506 Fox Run Ct. Fort Collins, CO 80526. Checks will be made out to Vortex Swim Club. Meet Programs are \$6.00 for pre-orders and additional Meet Programs may be available at the meet for \$7.00, but quantities will be limited, so please encourage your team to pre-order.

TIMER ASSIGNMENTS: Please see the timing assignments below and make a note of each shift's end and start events. Final timing assignments will be posted prior to each session. Please double check the lane assignments, at that time, as the meet director reserves the right to alter this preliminary schedule based on meet entries. **Teams are expected to provide 2 parent volunteers to time for each slot listed.** If parent volunteers cannot be provided, then the coaches are expected to fill this position. **Cheryl Refuerzo should be given names and phone numbers of each volunteer by Monday, July 8th.** Cheryl's email is: cheryl_refuerzo@hotmail.com.

SESSION 1 FRIDAY, JULY 12th 11 & OLDER SWIMMERS

Lane	1	2	3	4	5	6
1st Shift Event 1-24	Fossil Lake Ranch	Ridgewood Hills	Nelson Farm	Westfield Waves	Willow Springs	Stetson Creek
2nd Shift Event 25-56	Genesis Miramont	Huntington Hills	Collindale	SCCA	Parkwood	Maple Hill

Note: 400 Free Events 55-56: Each team will provide own Lap Counters

SESSION 2 SATURDAY, JULY 13th 10 & UNDER SWIMMERS

Lane	1	2	3	4	5	6
1st Shift Event 57-72	Registry Ridge	Stoneridge	Huntington Hills	Observatory Village	SCCA	Genesis Miramont
2nd Shift Event 73-92	Bucking Horse	Willow Springs	Westfield Waves	Nelson Farm	Fossil Lake Ranch	Centennial Rec

MEET VOLUNTEERS: ALL teams are required to supply additional volunteers for the City Meet. Please see below what is required from your team. **Send parent names and phone numbers by July 8th to cheryl_refuerzo@hotmail.com .**

POSITIONS REQUIRED FROM THE HORSETOOTH SUMMER SWIM LEAGUE TEAMS:

SESSION 1 FRIDAY, JULY 12th 11 & OLDER SWIMMERS

1st Shift Event 1-24	Heat Winner Presenter (1): Stoneridge	Merch Distribution (1): Genesis Miramont	Runner (1): Willow Springs	Heating/Seating(4): Huntington Hills (2) Nelson Farm Genesis Miramont	Safety Marshall (1): Registry Ridge
2nd Shift Event 25- 54	Heat Winner Presenter (1): Stoneridge	Merch Distribution (1): Bucking Horse	Runner (1): Willow Springs	Heating/Seating (4): Fossil Lake Ranch, Westfield (2) Bucking Horse	Safety Marshall (1): Registry Ridge

SESSION 2 SATURDAY, JULY 13th 10 & UNDER SWIMMERS

1st Shift Event 57- 72	Heat Winner Presenter(1): Ridgewood	Merch Distribution (1): Collindale	Runner (1): Stetson Creek	Heating/Seating (4): SCCA (2) Nelson Farm Collindale	Safety Marshall (1): Maple Hill
2nd Shift Event 73- 92	Heat Winner Presenter(1): Ridgewood	Merch Distribution (1): Collindale	Runner (1): Centennial Rec	Heating/Seating (4): Fossil Lake Ranch Collindale Observatory Village (2)	Safety Marshall (1): Parkwood

Village Green will provide volunteers for the positions below:

SESSION 1 FRIDAY, JULY 12th 11 & OLDER SWIMMERS

1st Shift (Events 1-24): Announcer (1), Computer (2), Meet Set up (6), Concessions (2), Hospitality (2), Clerk of Course (2), Head Timer (1), Traffic/Parking Monitor (1)

2nd Shift (Events 25-54): Announcer (1), Computer (2), Meet Tear Down (6), Concessions (2), Hospitality (2), Clerk of Course (2), Head Timer (1), Traffic/Parking Monitor (1), Ribbon Labels (2)

SESSION 2 SATURDAY, JULY 13th 10 & UNDER SWIMMERS

1st Shift (Events 57-72): Announcer (1), Computer (2), Meet Set up (6), Concessions (2), Hospitality (2), Clerk of Course (2), Head Timer (1), Traffic/Parking Monitor (1)

2nd Shift (Events 73-92): Announcer (1), Computer (2), Meet Tear Down (6), Concessions (2), Hospitality (2), Clerk of Course (2), Head Timer (1), Traffic/Parking Monitor (1), Ribbon Labels (2)

Note to Volunteers:

Please arrive in time to set up your space and attend your meeting if you are a timer, runner, or heater/seater. We will hold only **one meeting for BOTH first and second shifts at 7:35am.** Second shift should be prepared to switch between events 24 and 25 on Friday and events 72 and 73 on Saturday.

*****ALL volunteers are required to sign in at the covered lifeguard stand on the north-west side of the pool.**

HEATING/SEATING DECK ACCESS: Only athletes, coaches, officials and the official meet staff actively participating in the meet are permitted in the Heating/Seating pool deck area. Parents are NOT PERMITTED in the fenced-off Heating/Seating area unless given prior approval by the Meet Director.

SCORING: The scoring of individual placings is as follows: 16-13-12-11-10-9-7-5-4-3-2-1

The scoring of relay placings is as follows: 32-26-24-22-20-18-14-10-8-6-4-2

AWARDS: Medals will be awarded to the top 1st-3rd place finishers in each event. Ribbons will be awarded to the 4th-10th place finishers for each event. Medals and ribbons can be picked up at Village Green Pool from 7am-9am during the week following the City meet. Awards will be given to each division. Below are the Divisions for 2024.

Division 1	Division 2	Division 3	Division 4
Huntington Hills	Village Green	Genesis Miramont	Collindale
Nelson Farm	Parkwood	Ridgewood Hills	Registry Ridge
SCCA	Bucking Horse	Stetson Creek	Maple Hill
Westfield Waves	Willow Springs	Stoneridge	
Fossil Lake Ranch	Centennial	Observatory Village	

The divisions are based on the top 5 scoring teams at the last city championship meet for Division 1, followed by the next top scoring teams, etc.

HOSPITALITY FOR COACHES AND OFFICIALS: Food and beverages will be available throughout each session in the baby pool area. Breakfast and lunch will be provided.

CONCESSIONS: Consuelo's breakfast burritos, coffee, drinks and various healthy and kid-friendly snacks will be available for sale at our concessions booth. The Kona Ice truck will arrive at 10:30am each day and will be available for shaved-ice purchases.

PARKING: Parking is limited around the pool area. Please make an effort to keep driveways clear- carpooling is highly encouraged! Do not park in front of neighborhood driveways. Please do not park in the Fire Zone, nor where cones have been placed. Hosting City Meet at an outdoor neighborhood pool is a privilege, and when we upset the neighborhood, hosting this big event becomes increasingly difficult

TENT SET UP: Tent spaces will be available inside the pool area. Please do NOT cross any caution taped off areas. Do not set up on someone's property. Space is limited and we ask that all teams consolidate and share their tent areas. All spectators must provide their own seating.

WEATHER PROTOCOL: In case of adverse weather conditions in the area (thunder/lightning, hail), the Village Green Swim Team reserves the right to interrupt the meet according to the weather safety guidelines as defined by Splash Pool Management. The team reserves the right to implement the half hour safety delay following the last sighted lightning strike or to resume the meet following subsided hail events, or to cancel the remaining meet events at the discretion of the Meet Director. In cases of thunder/lightning, all teams and swimmers will be asked to immediately evacuate the fenced pool area. In cases of hail events, all teams and swimmers will be asked to seek covered shelter.

SAFETY:

1. Diving will be prohibited during warm-ups except from diving blocks.
2. There will be no diving or swimming in the pool area at any time, except during events.
3. Glass containers are NOT permitted within the facility.
4. No one, except for officials, coaches and specific volunteers will be allowed in the baby pool area.
5. Video recording devices, including cell phones, are not permitted in changing areas or restrooms.
6. Bathrooms are primarily for athlete use only. (*Spectators with special needs may use the bathrooms.*)
Port-a-Potties will be provided for spectators
7. Diving well and diving boards are completely off limits.

PHOTOGRAPHY AND VIDEO RECORDING: Meet management has the full authority to restrict any and all flash photography during the start of any heat, including whenever any swimmer is stepping up or standing on a block for the purpose of the start of a heat.

ADVERTISING SALES: Business card sized, ¼ page, ½ page and full-page advertisement spaces for the City Championship Meet Program are available for sale to businesses and/or families. It's a great opportunity to raise additional funds for your team. Each spot sold by a team will credit the team 75% of the revenues. 25% of the revenue will go back to Village Green to help fund the City Meet awards. Business card sized ads are \$10.00, ¼ page, ½ page and full-page ads are \$15.00, \$25.00, and \$50, respectively.

2024 CITY MEET PROGRAM PRE-ORDER



Place total quantity of Meet Programs ordered and multiply by \$6.00/program for subtotal amount.

Quantity of Meet Programs	Price Per Program	Final Cost
	\$6.00	

Your Team Name: _____

Contact Person regarding this order: _____

Contact Person's email and phone number: _____

Checks should be made out to: Vortex Swim Club

(You can write 1 check for the total regarding programs and meet entries if you wish.) Order Forms and payment must be received by: **Sunday, July 7th, 2024, by 12:00pm (noon)**

Mail or drop off to Rachel Ferguson's house: 2506 Fox Run Ct., Fort Collins, CO 80526

or

Village Green Pool from **7:15am-9:30am M-F only**

HORSETOOTH LEAGUE CITY MEET 2024

PREPAID MEET ENTRY FEE FORM

YOUR TEAM NAME _____

Contact Person Regarding This Order _____

Contact Person's Email and Phone Number _____

MEET ENTRIES:

Please indicate the appropriate quantity of each event category

	Quantity	Price/Item (Manual/late entry prices)	Sub-total, then final total
Swimmers entered		\$5.00 (\$8.00 manual/ \$15.00 late)	
League Fee (see amount in table below)	1	(varies - see table below)	
		TOTAL DUE TO HORSETOOTH SUMMER SWIM LEAGUE	

LEAGUE FEE SCALE

80 + Swimmers Registered	79-60 Swimmers Registered	59-40 Swimmers Registered	Less than 40 Swimmers Registered
\$100	\$75	\$50	\$25

Individual events		\$5.00 (\$8.00 manual/ \$15.00 late)	
Relay events		\$12.00 (\$15.00 manual/ \$36.00 late)	
		TOTAL DUE TO VORTEX SWIM CLUB (Add \$50 manual and late fee to total)	

_____ Check here if your submission requires manual entry. If you check here, please submit the First and Last name of swimmer, birthdate and any event numbers they are swimming. By checking here, you are aware that your fees will increase, and you will be assessed an additional processing fee of \$50.00.

_____ Check here if your submission is late (after 3:00pm on July 6th, 2024, no later than July 7th, 5:00pm). By checking here, you are aware that your fees will increase, and you will be assessed an additional processing fee of \$50.00. Entries will be added to the meet upon receipt of entry fees.

Checks should be made out to: Vortex Swim Club (You can write 1 check for total regarding programs and meet events.) An additional check will be made out to Horsetooth Summer Swim League for entries and League fees.

This form plus payment plus Meet Entry Fees PDF report must be received by: Sunday, July 7th, 2024, by 12:00 (noon)
Electronic Entries are due by 3:00pm on July 6th.

Mail or drop off to locked mailbox at Rachel Ferguson's house: 2506 Fox Run Ct. Fort Collins, CO 80526

MEET PROGRAM ADVERTISEMENTS

Ad Contact Name, Phone and Email: _____

Team Name: _____

Team Contact & Email: _____

Background Information: This black and white copy program, with approximately 40 pages, is for the Horsetooth Summer Swim League City Meet. This two-day meet will be held July 12-13, 2024. This year it is being held at Village Green Pool. We are expecting 450 swimmers, with their parents and families in attendance.

ADVERTISEMENT SALES: We accept JPEG, GIF, BMP, PDF Formats and/or business cards that are camera ready to scan. Full page ads are available on the inside front and back cover, divider page for day separation and throughout the program. Business card, ¼ page or ½ page ads will be spread throughout the program. If the ad has a logo specific font or needs, it must be supplied at the proper size for submission. See layout guidelines below.

TYPE / SIZE	PRICE	QUANTITY	SUB-TOTAL
Business Card Size (3.5"x 2")	\$10.00		
¼ Page Ad (3.5" x 5")	\$15.00		
½ Page Ad (7" x 5")	\$25.00		
Full Page Ad (7" x 10")	\$50.00		
		TOTAL DUE	

This form along with any accompanying ads and payment

MUST BE RECEIVED BY: Wednesday, July 3rd , 2024 by 12:00 PM

Email finished artwork to secretary@teamvortex.org by Wednesday July 3rd, 2024.

Checks should be Made Out to: Vortex Swim Club

Drop off a check & form to:

Village Green Pool, M-F from 7:15am-9:30am

or

2506 Fox Run Court

Fort Collins, CO 80526