



Special Events Team

SCAN FOR AGENDA
PACKET



Revised Meeting Agenda

February 25, 2025 | 10:30 AM
191 McIntosh Place

1. **Call to Order**
2. **Minutes**
 - A. Approval of Meeting Minutes from 2/18/25 SET Meeting
3. **Discussion**
 - A. Team discussion of KONOS Academy Fun Run
 - B. **Discussion of Walk for Water Event at Drake Field**
4. **Adjourn**

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**Special Events Team
Meeting Minutes
Date: Feb. 18, 2025
Time: 10:30 AM**

Call to Order:

The Special Events Team met on Feb. 18, 2025, to discuss plans for The International Triathlon, Kiwanis Easter Egg Hunt, and The PTC Hockey Association Teddy Bear Fundraiser. Maria Puckett, Special Events Coordinator, called the meeting to order at 10:30 am. Other attendees included:

SET Committee:

Recreation: Maria Puckett; Public Communications: Wilson Allen; Fire Department: Trent Jenkins, David Winkles; Ken Ralls, Matt Brown, PTDPD; Chris Helton: Grounds; Code Enforcement: Tim Maret; Keep Peachtree City Beautiful: Al Yougel; Joe Addison, FCEH; Cathy Wilder; PTC Rec. & Special Events Director; Kim Lindsay, Special Events Assistant; Sarah Tarnowski: Convention & Visitors Bureau

Event Organizer:

International Triathlon: Kim Bramblett, Tri4Gold

Kiwanis Club: Annie Durr, PTC Kiwanis Club

PTC Hockey Association: Chip Yarri, Pres. PTC Hockey Association

Discussion Topic:

- Approval of Meeting Minutes from Feb. 11, 2025 SET Meeting. Al Yougel made a motion to accept minutes, Courtney Lumpkin seconded. Minutes approved unanimously.
- Discussion of:
 - International Triathlon scheduled for April 26, 2025 at Drake Field. Discussed route plan, set-up, signage, and the having the off-site parking agreements. City vehicles to be removed for the back of City Hall the night before. Finish line on Drake Field.
 - Kiwanis Easter Egg Hunt scheduled for April 19, 2025 at McIntosh Trail Complex. Similar set-up to previous years. Expecting approximately 1,000 children to attend. Discussed the need to notify for off-site parking. Huddleston Elementary run may be the same day which could cause any issue for parking. No parking at Huddleston without an agreement. No bounce house will be on-site this year. Face painter, raffles, prizes, food. Health Dept. advised on portable toilets and permitting for any food vendors.
 - PTC Hockey Association plans to host a fundraising event on Friday, March 7 and Saturday, March 8, 2025 at the PTC Multi-purpose Skae Rink. Approximately 100+ in attendance and the event is open to the public. Possible live radio broadcast is in the works. Will be having a food truck. Discussed the permitting for food trucks with the Fire Dept. and Health Dept. Using regular games as a fundraiser for Children's Healthcare of Atl. Event will include bounce houses. Attendees will be over the course of the day. Parking plan was discussed.
- **Adjourn:** The meeting was adjourned at 12:15 pm.

, Recording Secretary