

**Special Events Team
Meeting Minutes
Date: July 29, 2025
Time: 10:30 AM**

Call to Order:

The Special Events Team met on July 22, 2025 to discuss the proposed Labor day 5K for The Avenue on Labor Day, 2025 and Training Legends Baseball for a Fall tournament at PAC. Maria Puckett, Special Events Coordinator, called the meeting to order at 10:31 am. Other attendees included:

SET Committee:

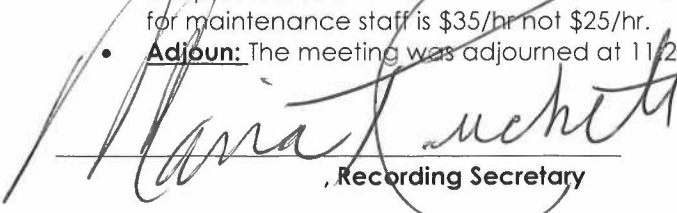
Recreation: Maria Puckett, Harold Layton & Kim Lindsay; Public Communications: Vivian Lett; Fire Department: Josh Teal; Molly Drennan-Code Enforcement; Courtney Lumpkin, PTCPD; Kaitlyn Gillette-FC Dept. Of Environmental Health; Blue Cole, PTC Economic Development; Al Yougel-KPTCB, Emma Bednarowski, PTC Intern; Sarah Tarnowski, CVB

Event Organizer:

- **The Avenue Labor Day 5K- Kelly Lawrence, JLL**
- **Training Legends Baseball- Brandon Maddox**

Discussion Topic:

- Approval of meeting minutes from July 29, 2025 SET Meeting. A motion was made to accept the meeting minutes by Chris Helton and seconded by Courtney Lumpkin. Minute approval passed unanimously.
- Discussion with Kelly Larence from JLL to plan for the Labor Day 5K being held at The Avenue in PTC. Working in conjunction with Fleet Feet at The Avenue. Proposed a route change that PD will need to approve. Discussed route, water stations, signage, vendors, and general set-up. Advised that they may do whatever that they would like to do on their property but along the route they may not have advertising of any sort.
- Discussion of Training Legends Baseball Tournament for September, 2025. Discussed similar set-up to previous tournament. Hiring of PTC personnel to drag and chalk fields, need for PD to have an officer at the tournament to ensure that there are no issues with parents (advised by Sgt. Lumpkin). Hiring personnel to handle trash and rest room cleaning. Brandon Maddox was very complementary of the cleanliness and attention to the fields and rest rooms during the previous tournament. Brandon Maddox was advised that the form was old and the cost for maintenance staff is \$35/hr not \$25/hr.
- **Adjourn:** The meeting was adjourned at 11:20 am.


_____, Recording Secretary