



Special Events Team

Meeting Agenda

July 21, 2026 | 10:30 AM
10 Planterra Way

1. **Call to Order**
2. **Minutes**
 - A. Approval of June 16, 2026, SET Meeting Minutes
3. **Discussion**
 - A. Special Events permit request for Sprint Triathlon for August 29, 2026
4. **Adjourn**

It is the policy of the City of Peachtree City that all city-sponsored public meetings and events are accessible to people with disabilities and are in compliance with Title VI of the Civil Rights Act of 1964. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA or need assistance per Title VI, please contact the City's Title VI and ADA Coordinator, Dr. Teaa Allston-Bing at (770) 632-4276 or e-mail tallston-bing@peachtree-city.org at least three (3) business days before the scheduled meeting or event to request an accommodation.

**Special Events Team
Meeting Minutes
Date: June 16, 2026
Time: 10:30 AM**

Call to Order:

Meeting called to order at 10:35 AM. The Special Events Team met on June 16, 2026, to discuss the Dragon Boat Race, September 26, 2026, Kedron Elementary School Knights Run 5K and film permit for Storytell Studios LLC on June 21, 2026. Kim Lindsay, Special Events Coordinator, called the meeting to order at 10:30 am. Other attendees included:

SET Committee:

Recreation & Special Events: Michelle Johnson, Kim Lindsay; Fire Department: Operation Fire Department-Brian Gleene and Will Calhoun; PTC Police: Kenneth Ralls, KPTCB: Al Yougel; CVB: Sarah Tarnowski, Code Enforcement-James Brooks; Health Department-Katelyn Gillette; Facilities-Chris Helton, Recreation Intern, Abby Boyles; Auxiliary- Rich Winarski; Police-Ken Ralls Communication-Vivian Lett

Event/Organizer:

1. Jessica Walker and with request for a Special Permit request for Dragon Boat Race on September 26, 2026

- Host event at Drake Field
- Thursday, September 25, 2026, barricades set up by Recreation to block off drive
- Anticipate 2000 participants with 500 athletes
- Friday set up on September 26, 2026
- Saturday event from 8:00 AM-4:00 PM
- Keep PTC Beautiful staff needs for 10 hours
- Recreation Staff to set up Thursday night the barrier at drive to Drake Field parking for 2 hours at \$35 per hour
- Police need same as last year
- EMT needs for staff with water rescue with 2 staff and 2 staff on the field
- Canopies on the field for vendors
- Food vendors with Kids Area
- Portable restrooms at Drake with ADA

2. Monique Hancock with a request for a Special Permit request for Kendron Elementary School for the Knights Run the Night 1 Mile Fun Run and 5K

- Run on the Pathway with anticipated 500 participants
- Police same as last year for needs with the need of 2 officers
- No EMS
- No Food Truck
- Code Enforcement no needs
- Health Dept. no preparation of food on site
- Recreation-share flyer for promotion

3. Robert Setzu with a request for a film permit for Murder in a Small Georgia Town on June 21, 2026

- Clayton representative of the film permit
- No parking in street
- Cast and Crew 35 people for parking

- Need parking for the day
- Physical Address for filming: 306 White Springs Lane
- Kedron parking for reserved parking (35 spaces)
- Recreation block of parking
- No Police Need
- No EMS or Fire needs
- Catering drop off feed
- No hotel needs hotel blocks
- No trash needs
- Signage for shooting-one at where they are actually shooting
- Recreation website permit posted
- No drone shots

Discussion Topic:

- Approval of meeting minutes from May 26, 2026. Minutes passed with Al Yogal and Chris Heltob second will all approval.
- **Adjourn:** The meeting was adjourned at _____ AM.

Kim Lindsay, Recording Secretary