



**SPECIAL EVENTS TASK FORCE
MEETING MINUTES**

**REGULAR MEETING
WEDNESDAY, MAY 29, 2019**

May 29, 2019, 3 pm – 5 pm
Boards and Commissions Room
City Hall, 301 W. Second Street
Austin, Texas 78701

The Special Events Task Force convened in a meeting on Wednesday, May 29, 2019 at 301 W. 2nd Street in the Boards and Commission Room.

SETF Members present: James Russell, Cindy Lo, Bobby Garza, Laurel White, Jeff Smith, Heath Riddles, Mandi Thomas, Dan Carroll, Ingrid Weigand

SETF Members not present: Shelley Phillips, Frances Thompson

Staff in attendance: Bill Manno, Frances Hargrove, Iby Setzer, Vincent Cordova, Jason Maurer, Kelly Davenport, Roland Rodriguez, Elaine Garrett, Leslie Tello

- A. CALL TO ORDER-** Meeting called to order at 3:06pm By Bill Manno, Corporate Special Events Program Manager.
- B. APPROVAL OF MINUTES-** No previous meeting
- C. CITIZEN COMMUNICATION-** No citizens were signed up to speak.
- D. OLD BUSINESS: BRIEFING, DISCUSSION, AND POSSIBLE ACTION-** No previous meeting.
- E. New BUSINESS: BRIEFING, DISCUSSION, AND POSSIBLE ACTION**
 - 1)** Introduction of SETF Members.
 - 2)** Introduction of City Staff.
 - 3)** Discussion and possible action regarding election of SETF Chairperson, Vice-chairperson, and secretary.

Motion recommending James Russell as Co-Chair was approved on motion by Ingrid Weigand, James Russell second, on a 9-0 vote. Motion recommending Jeff Smith as Co-Chair was approved on motion by James Russell, Bobby Garza second on a 9-0 vote.

- 4) Discussion and possible action on Special Events Task Force (SETF) deliberation process.– Alicia Dean, Public Information Office, City of Austin.
No formal action taken.
- 5) SETF scope and deliverables based on City Ordinance No. 20180510-018, which established the Task Force. –Alicia Dean, Public Information Office, City of Austin.
No formal action taken.
- 6) Discussion and possible action regarding SETF meeting schedule.
Recommendation to meet in two weeks on June 12, 2019.
- 7) Discussion and possible action on SETF subcommittee organization, structure and appointments.
Motion recommending Subcommittees to include Tier 2, Tier 3, Tier 4, Temporary Change of Use (TCOU), and Public Private Partnerships was approved on motion by James Russell, second by Cindy Lo on a 9-0 vote.

Members signed up for subcommittees as follows:

Tier 2: Cindy Lo, Laurel White, Heath Riddles and Mandi Thomas

Tier 3: Dan Carroll and James Russell

Tier 4: Bobby Garza, Jeff Smith, Dan Carroll and Ingrid Weigand

TCOU: Bobby Garza and Laurel White

Public Private Partnership: Cindy Lo, Heath Riddles and Mandi Thomas

F. ADJOURNMENT- Co-Chair James Russell adjourned the meeting @ 4:20pm without objection.