



**SPECIAL EVENTS TASK FORCE  
MEETING MINUTES**

**REGULAR MEETING**

**Monday, December 16, 2019**

December 16, 2019 2:30pm – 4:30pm

**Austin City Hall**

**Boards and Commissions Room**

301 W.2<sup>nd</sup> St

Austin, Texas 78701

The Special Events Task Force convened in a meeting on Monday, December 16, 2019 at 301 W. 2<sup>nd</sup> St.

**SETF Members present:** Cindy Lo, Bobby Garza, Laurel White, Shelley Philips, Jeff Smith, Heath Riddles, Ingrid Weigand

**SETF Members not present:** James Russell, Mandi Thomas, Dan Carroll, Shelley Phillips, Frances Thompson

**Staff in attendance:** Bill Manno, Kelly Davenport, Frances Hargrove, Phil Mueller, Iby Setzer, Leslie Tello, Alicia Dean, Michael Suda, Gergo Perlaky

**A. CALL TO ORDER-** Meeting called to order at 2:33pm by Jeff Smith.

**B. APPROVAL OF MINUTES-** Jeff Smith motioned to approve the minutes for the November 18<sup>th</sup> meeting and was seconded by Ingrid Weignad.

**C. CITIZEN COMMUNICATION-** The first 10 speakers signed up prior to the meeting being called to order each will be allowed a three-minute allotment to address their concerns regarding items not posted on agenda.

**D. OLD BUSINESS: BRIEFING, DISCUSSION, AND POSSIBLE ACTION-**

**E. New BUSINESS: BRIEFING, DISCUSSION, AND POSSIBLE ACTION**

- 1) Select group members for post-event reporting working groups. **A work group was created with Ingrid Weigand, Cindy Lo and Jeff Smith.**
  - i. At a later meeting, the group will present recommendations to the SETF for additional information to be collected and reported.
- 2) Discussion and possible action on draft recommendations regarding Tiers and

notifications. **No action taken.**

**F. FUTURE ITEMS from Task Force or City Staff.**

**NOTE**-Future agenda items will NOT be discussed at the current meeting, but will be offered for possible briefing, discussion, and action at a FUTURE meeting.

**G.ADJOURNMENT- Meeting was adjourned @4:04pm by Jeff Smith and was second by Cindy Lo.**

The task force may take up items in any order, and may take action on any item except citizen's communication.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Bill Manno, with the Corporate Special Events Office, at 512-974-1000, for additional information; TTY users route through Relay Texas at 711.

For more information on the Special Events Task Force, please contact Bill Manno at [william.manno@austintexas.gov](mailto:william.manno@austintexas.gov) or by phone at 512-974-1000.