




## MEMORANDUM

**TO:** Mayor and Council

**FROM:** José G. Roig, Interim Director, Development Services Department 

**DATE:** June 21, 2023

**SUBJECT:** Update on Resolution No. 20221201-039 – Special Events Task Force Final Report

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The purpose of this memo is to provide an update on City staff's progress to implement the recommendations of the Special Events Task Force ("SETF") as directed by Council.

### Background

City Council adopted the [Special Events Task Force's Final Report](#) in full in [Resolution No. 20221201-039](#) on December 1, 2022. Included in this resolution was the direction to implement the recommendations of the Task Force by May 1, 2023.

### ACE Administrative Rules

The SETF suggested the Austin Center for Events (ACE) update its administrative rules to reflect that ACE is now a cost of service permitting function and to detail the processing of application fees. Staff concurred and developed proposed rules changes which were [posted for public review](#) on March 1, 2023. [Rule No. R161-23.12](#) was then adopted on April 14, 2023. These rule changes describe ACE's procedures for when fees are due, how fees are collected, and outlined the completeness check process for a special event application. Additionally, staff removed a term from the definitions section that is no longer applicable.

### Code Amendments

The SETF submitted [two recommendations](#) to Council in November 2021 and the proposed code changes were amended by [Ordinance No. 20220203-052](#) on February 3, 2022. These code amendments modified the definition of a special event to bring it into alignment with the International Fire Code and relaxed the application deadline for events lasting more than four days.

The SETF also recommended seven other code amendments in their final report. ACE worked with the Law Department to develop language that would implement the intent of these recommendations and that language was presented to Council during the April 20, 2023 meeting. During that meeting, Council approved [Ordinance No. 20230420-007](#) on consent. These changes modify the application review process, the use of sound equipment on the July

4<sup>th</sup> Holiday, notification requirements under City Code Chapter 14-8 (*Temporary Street Closure for Non-Construction Use*), and requires staff to prepare post event reporting for Tier 3 and 4 events. This marks the end of all work on the Special Events Task Force.

For more information, contact Brydan Summers at [Brydan.summers@austintexas.gov](mailto:Brydan.summers@austintexas.gov) or 512-974-4854.

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