



Special Event Advisory Committee Meeting Agenda

Date: Tuesday, October 11, 2016

Place: Park City Library – Community Room, third floor

Time: 12:00 p.m. to 2:40 p.m.

In attendance:

Absent:

Electronic Participation: None requested

Meeting Facilitator: Jason Glidden

Meeting Minutes: Tommy Youngblood

Next Meeting: TBD- currently scheduled February 10th, 2017

Meeting Called To Order (estimated time – 12:00 p.m.)

Approval of Minutes from September 6, 2016 Meeting

Public Comment: (Any items not included on agenda).

Topic #1: City Council Recap from 9/22 (12:10 p.m.)

Purpose: Review and discuss recap of City Council meeting from 9/22

Product: Review outcomes from City Council meeting on Thursday, September 22.

Person: Jason Glidden & Jenny Diersen

Allocated Time: 20 Minutes

Notes:

Topic #2: Defining Event Fatigue (12:30 p.m.)

Purpose: Discuss the feeling of event fatigue to better understand mitigations & challenges associated with events.

Product: Committee discussion and better definition of event fatigue.

Allocated Time: 30 minutes

Person: Jason Glidden

Notes: Item will be opened for Public Comment before recommendation is made.

Topic #3: Event Prioritization & Mitigation (1:00 p.m.)

Purpose: Review prioritization and mitigation recommendations.

Product: SEAC recommendation regarding further prioritization & mitigation efforts for events.

Allocated Time: 30 minutes

Person: Jason Glidden

Notes: Item will be opened for Public Comment before recommendation is made.

Topic #4: Event Prioritization Grading Sheet Discussion (1:30 p.m.)

Purpose: Discuss feedback regarding the event prioritization sheet and changes that were recommended.

Product: Change Event Prioritization Sheet so it can be better utilized.

Allocated Time: 20 minutes

Person: Jason Glidden

Notes: Item will be opened for Public Comment before recommendation is made.

Topic #5: SEAC Structure & Meeting Frequency (1:50 p.m.)

Purpose: Review and vote on a recommendation regarding the balance of the SEAC Committee with regards to community and business representatives, as well as meeting frequency/ resources provided to the Committee.

Product: Committee discussion and feedback

Allocated Time: 20 minutes

Person: Jenny Diersen

Notes: Item will be opened for Public Comment before recommendation is made.

See attached proposal for recommendations.

Topic #6: Fee Reduction Recommendation - Events Jan. 1 through June 30 (2:10 p.m.)

Purpose: Review and vote on recommendation regarding Fee Reduction for events Jan 1 through June 30.

Product: Recommendation regarding Fee Reduction for Special Events Jan. 1 through June 30.

Allocated Time: 20 minutes

Person: Jenny Diersen

Notes: Item will be opened for Public Comment before recommendation is made.

Topic #7: Recap on Decisions (2:30 p.m.)

Purpose: Recap the meeting with an outline of next steps.

Product: Clarity of recommendations and next steps for meetings.

Allocated Time: 10 minutes

Person: Jenny Diersen

Notes:

Meeting Adjourned (estimated time 2:40 p.m.)

Upcoming Meeting Reminders

Joint Council Session scheduled - Thursday, November 3

Next SEAC Meeting is currently scheduled on February 10th, 2017 from 12 to 2 p.m. in room 201 at the Park City Library - *may add additional meetings depending on SEAC recommendations & direction from City Council.