



Annual Internal Review

This report covers the time period of 7/1/2019 to 6/30/2020

Special Event Taskforce **(Official Name of Board or Commission)**

The Board/Commission mission statement (per the City Code) is:

The mission of the task force is to assess the efficacy of the Special Events [Ordinance No. 20180510-018](#), the associated rules, and Austin Center for Events (ACE) processes. The task force is required to provide Council with a report and any recommended changes by September 2020 when the taskforce is scheduled to expire.

The task force consists of 11 voting members and 11 ex officio members comprised of the city departments that participate in the Austin Center for Events.

- 1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

The SETF met monthly to review the Special Events Ordinance before COVID-19. However, as a result of the COVID-19 pandemic, the SETF was unable to meet beginning in March 2020.

- 2. Determine if the board's actions throughout the year comply with the mission statement.**

The taskforce has been unable to meet or achieve its objectives this year due to COVID-19 pandemic. Meeting opportunities are limited, and participants are primarily concerned about recovery efforts for the special events industry. Since events have effectively been

suspended due to the pandemic, some members of the SETF are interested in planning and contributing to recovery efforts.

3. List the board's goals and objectives for the new calendar year.

ACE and SETF members have had no choice other than to postpone meetings of the full Task Force for the remainder of the calendar year. Some members would consider forming a subcommittee dedicated to economic recovery efforts for the event industry. For this to be possible, we would need to convene a full meeting to be able to vote on subcommittee formation.

ACE and Taskforce members otherwise agree we should postpone meetings until we are able to resume meetings in person and are able to return significantly back to normal with event operations. The group recommends canceling the remaining 2020 meetings from July – September and will work to reconvene in January 2021.

At this time, we will assess the availability of existing taskforce members and add or change members as needed. Whenever we are able to meet again, SETF will begin with a status summary report of progress to date and what is outstanding. We will then resume the work to compile a report with Special Event Ordinance changes for City Council taking into consideration the conditions of the event industry post COVID-19. The timeline for this Taskforce to complete the objectives will need to be recalibrated based on when we are able to assemble due to the impacts of COVID-19.