



## MEMORANDUM

**TO:** Mayor and Council

**FROM:** James Russell, SETF Co-Chair and Jeff Smith, SETF Co-Chair

**DATE:** 5/17/2021

**SUBJECT:** Special Events Task Force – Completion Extension Date

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The purpose of this memo is to provide you with an update on [Ordinance No. 20180510-018](#), which established both the Special Events Ordinance as well as the Special Events Task Force (Task Force).

Per the Ordinance, the Task Force was required to report back to Council with a report and any recommended changes to the Special Events Ordinance by September 2020. In September, Deputy City Manager Rivera-Vandermyde requested an extension to provide an opportunity for Task Force members to follow the events process in action during the spring festival season to better inform their recommendations.

Due to the ongoing COVID-19 pandemic, the Task Force was not able to evaluate the Special Events Ordinance in Spring Festival season 2020, nor will it be able to do so in 2021. Thus, we ask that you please consider extending the deadline for Task Force recommendations until November 2022, at which time we hope to have evaluated the performance of the Special Events Ordinance with several events including Spring Festival season 2022. The Task Force will make every effort to complete recommendations sooner if possible.

Please let us know if you have any questions.

**Cc:** Spencer Cronk, City Manager  
Rodney Gonzales, Assistant City Manager  
Veronic Briseño, Chief Economic Recovery Officer  
Jessica King, Interim Director, Communications & Public Information Off