



**Special Event Advisory Committee
Meeting Agenda**

Date: Wednesday, February 21, 2018

Place: 1255 Park Avenue, Park City Library, 3rd Floor - Community Room

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

In attendance:

Absent: None expected

Electronic Participation: Jennifer Malherbe

Meeting Facilitator: Special Events Staff – Jenny Diersen

Meeting Minutes: Chris Phinney

Next Meeting: Wednesday, March 21, 2018 12:00 p.m. - 2:00 p.m.

Agenda Topics:

Topic #1: Meeting Called to Order *(12:00 p.m.)*

Topic #2: Approval of December Minutes *(12:05 p.m., 5 minutes)*

Topic #3: Staff & City Council Communications *(12:10 p.m., 15 minutes)*

Topic #4: Event Calendar Preview & Prioritization *(12:25 p.m., 30 minutes)*
(Arte Latino Festival & Avalanche Soccer – 3rd Weekend In June)

Topic #5: Event Debrief *(12:55 p.m., 70 minutes)*
(Sundance Film Festival, World Cup, Respect Rally & Winterfest)

(Meeting Adjournment estimated at 2:00 p.m.)

Attachments:

- December 2017 Draft Minutes
- Debrief Form & SEAC Process Diagram
- Event Prioritization Form
- 2018 City Special Event Calendar DRAFT