



## AGENDA

### City Events and Recognitions Committee (CERC)

**Date: Wednesday, March 20, 2024**

**Time: 4:00-5:30 pm**

**Location: Virtual and in-person (see below)**

## MEMBERS

Jessica Johnston, Chair  
Alex Domine, Vice Chair  
Keoni Ho  
Cecily Croskey  
Karen Sudderth  
Tim Fairley  
Jill Sparks  
Jacob Tice  
Kirsten Putman

The City Events and Recognitions Committee is administered by the City of Tacoma's Tacoma Venues & Events department.

## STAFF

Ashley Young, *Community Events Coordinator*  
Jerrold Anonuevo, *Marketing Coordinator*  
Jasmine Cawley, *Marketing Coordinator*  
Tammi Bryant, *Asst Director, Tacoma Venues & Events*  
Adam Cook, *Director, Tacoma Venues & Event*

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## INFORMATION ABOUT VIRTUAL AND IN-PERSON MEETINGS

**Virtual attendance:** The meeting can be attended at <https://us02web.zoom.us/j/83862217228>, or by dialing (253) 215-8782 and entering the webinar ID 838 6221 7228 when prompted. A passcode should not be required. Microphones will be muted, and cameras turned off for all meeting attendees, except for City Events and Recognitions Committee members and presenters.

**In-person attendance:** The meeting can be attended at the Tacoma Municipal Building, 747 Market Street, Room 248.

**Public comment:** The public may give oral comments related to agenda items at the beginning of the meeting. Speakers will have anywhere from 90 seconds to three minutes to provide comment, depending on the available time on the agenda. Or, the public may submit general comments in writing by 4:00 PM on the Wednesday of the meeting. Written comments should be emailed and include "CERC Meeting, July 19, 2023 2023" in the subject line.

**Bus Routes & Bike Parking:** Here's some potential language: The Tacoma Municipal Building is served by Pierce Transit bus routes 1, 2, 11, 16, 45, and 57. Visit [www.tripplanner.piercetransit.org](http://www.tripplanner.piercetransit.org) to find your route. The Tacoma Municipal Building also has bike racks at the Market Street and St. Helens Ave entrances. Visit [www.cityoftacoma.org/mobility](http://www.cityoftacoma.org/mobility) for a map of Tacoma bikeways.

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<b>1. Call to Order</b>	<b>Chair Johnston</b>	<b>4:00 pm</b>
Land acknowledgement		
“I would like to acknowledge that we rest on the traditional homelands of the Puyallup people, where they make their homes and speak the Lushootseed (luh-shoot-seed) language.”		
<b>2. Warm-up / Check-ins</b>	<b>Chair Johnston</b>	<b>4:05 pm</b>
• What is your favorite “Made in Tacoma” item (or person!)		
<b>3. Approve Minutes</b>	<b>Vice Chair Domine</b>	<b>4:15 pm</b>
<b>4. Consent Agenda</b>	<b>Vice Chair Domine</b>	<b>4:15 pm</b>
<b>5. Public Comment on Agenda Items</b>	<b>Chair Johnston / Attendees</b>	<b>4:20 pm</b>
When commenting, please address the chair, and restrict comments to 3 minutes each.		
Zoom link for public attendees: <a href="https://us02web.zoom.us/j/83862217228">https://us02web.zoom.us/j/83862217228</a>		
Call in by phone: 253-215-8782		
<b>6. Staff Updates</b>	<b>City of Tacoma Staff</b>	<b>4:30 pm</b>
• <b>Marketing Update- Jerrol Anonuevo</b>		
• <b>City of Tacoma Event Designations- Adam Cook</b>		
• <b>CBC Orientation- Ashley Young</b>		
○ <b>May 17<sup>th</sup> at 5 pm Council Chambers</b>		
<b>7. Sub-Committee Updates</b>	<b>Chair Johnston</b>	<b>4:45 pm</b>
• <b>City of Destiny Updates- Chair Johnston</b>		
<b>8. Meeting Discussions</b>	<b>City of Tacoma Staff &amp; CERC Members</b>	<b>5:00 pm</b>
• Sub-Committee Definitions		
• Assigning Subcommittee Chairs		
• New Member Recruitment Criteria		
• Community Engagement Survey Questions		
<b>9. New Business</b>	<b>Chair Johnston</b>	<b>5:00 pm</b>
<b>10. Items for Future Agendas</b>	<b>Staff- Ashley Young</b>	<b>5:20 pm</b>
<b>11. Adjourn</b>	<b>Chair Johnston</b>	<b>5:30 pm</b>

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## MEETING FREQUENCY

Every Third Wednesday of every month at 4:00pm, at the Tacoma Municipal Building (747 Market St.), room 248, and on Zoom. All meetings of the City Events and Recognition Committee are open to the public.

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To request this information in an alternative format or to request a reasonable accommodation, please contact Tacoma Venues & Events staff at [communityevents@cityoftacoma.org](mailto:communityevents@cityoftacoma.org). TTY or speech to speech users please dial (253) 581-5820 to connect with Washington Relay Services.



## AGENDA

### City Events and Recognitions Committee (CERC)

**Date:** Wednesday, February 21, 2024  
**Time:** 4:00-5:30 pm  
**Location:** Virtual and in-person (see below)

## MEMBERS

Jessica Johnston, Chair  
Cecily Croskey  
Karen Sudderth  
Tim Fairley  
Jill Sparks  
Jacob Tice

The City Events and Recognitions Committee is administered by the City of Tacoma's Tacoma Venues & Events department.

## STAFF

Ashley Young, *Community Events Coordinator*  
Jerrold Anonuevo, *Marketing Coordinator*  
Jasmine Cawley, *Marketing Coordinator*  
Tammi Bryant, *Asst Director, Tacoma Venues & Events*

## EXCUSED

Alex Domine, Vice Chair  
Kirsten Putman

## NOT IN ATTENDANCE

Keoni Ho

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### 1. Call to Order

Land acknowledgement

Chair Johnston

4:00pm

“I would like to acknowledge that we rest on the traditional homelands of the Puyallup people, where they make their homes and speak the Lushootseed (luh-shoot-seed) language.”

**2. Warm-up / Check-ins**                      **Chair Johnston**                      **4:05pm**  
    • What is your favorite local entertainer?

**3. Approve Minutes**                      **Chair Johnston**                      **4:15pm**  
**First: Tim**  
**Second: Karen**  
**Motion: Carried**

**4. Consent Agenda**                      **Chair Johnston**                      **4:15pm**  
    • **Motion to adopt definition to treasure and add to the Rules and Procedures**  
    • **Motion to adopt 2024 update to Rules and Procedures**

**First: Tim**  
**Second: Jacob**  
**Motion: Carries**

**5. Public Comment on Agenda Items**    **Chair Johnston / Attendees**                      **4:20pm**  
When commenting, please address the chair, restrict comments to 3 minutes each.  
Zoom link for public attendees: <https://us02web.zoom.us/j/83862217228>  
Call in by phone: 253-215-8782  
    **No public comment**

**6. Staff Updates**                      **City of Tacoma Staff**                      **4:30pm**  
    • **Marketing Update- Jerrol Anonuevo**  
        ○ **City of Destiny Nominations, making a new official email, please share that the applications are open!**  
        ○ **CERC Spotlight- Post of Karen is up this week, will update bio questions soon. If you want to make changes to bio, please send them into Jerrol.**  
        ○ **Marketing Idea: sharing pictures of you at the event for events that you have gone to recently (especially the funded events)**  
    • **Funding Update- Ashley Young**

**7. Sub-Committee Updates**                      **Chair Johnston**                      **4:45pm**  
    • **CODA- Jessica Johnson**  
        ○ **Timeline was presented to the subcommittee**  
        ○ **Priority: Find Emcee, find performers**

- Events Funding- Jacob Tice
  - The committee is going to go through an application process practice to see what it is like for the applicant

**8. Meeting Discussions** **City of Tacoma Staff & CERC Members** **5:00pm**

- Sub-committee Chair discussion
  - The committee discussed having a chair for each committee to report any updates and be a go-to contact for staff. Staff would still remain the facilitator of the subcommittees and present, unless otherwise requested by the subcommittee. The committee agreed to have chairs for the subcommittees
- Committee Seats
  - Current Terms
    - There are two vacancies and four terms ending. If a CERC member would like to serve another term, please let Ashley know and we will begin the process
    - Please let Ashley know by 2/26 to let me know if you would like to serve another term.
  - New member recruitment- What are we looking for and what timeline
    - CERC will email Ashley what they are looking for by 3/11

Why has gender been removed the list of committee members and the others have been kept on? If demographic information is shared, it should all be shared.

**9. New Business** **Chair Johnston** **5:00pm**

- **No new business**

**10. Items for Future Agendas** **Staff- Ashley Young** **5:20pm**

- Assign Chairs for subcommittees and an email of the sub-committee and what they are in a definition.
- Recap what we are looking for in a committee member at next meeting

**11. Adjourn** **Chair Johnston** **5:30pm**

- **First: Tim**
- **Motion: Carries**

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