



Agenda Item Report

Meeting Type: Tourism Commission

Meeting Date: January 6, 2025

Item Title: Update of the Transition Process for the Community Calendar Management

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

Due to how Events.com is set up, staff will maintain the current account on Events.com and use it to add events as needed by City departments to the calendar hosted by the Chamber of Commerce's account.

The new community calendar will comprise of using the Chamber of Commerce's Events.com account and will be embedded in whole form and small form in the places the current calendar embeds exist. There is no need to "transfer" any login credentials. The Chamber of Commerce plans to get their side set up in January and possibly February.

List all Supporting Documentation Attached:

Action Requested of Tourism Commission:

No action requested.