



Central Wasatch Symposium Event Planner Memo

MEMO

To: Central Wasatch Commission Board
Chair: Jeff Silvestrini, Co-Chair: Erin Mendenhall, Treasurer and Secretary: Christopher F. Robinson, Monica Zoltanski, Nann Worel, Roger Bourke, Dan Knopp, Mike Weichers, Carlton Christensen, Annalee Munsey, Dave Whittekiend

CC: Laura Briefer, Salt Lake City Public Utilities

From: Lindsey Nielsen, Executive Director
Sam Kilpack, Director of Operations
Mia McNeil, Community Engagement Coordinator

Subject: Central Wasatch Symposium Event Planner

Staff are moving forward with planning the inaugural “Central Wasatch Symposium,” a two-day conference-style public event, which will take place early January 2025. The goal of hosting this kind of event is to gather the many varied interests of the Central Wasatch, including each of the four system groups – economy, recreation, environment, and transportation, as well as private property owners, local leaders, and policy makers into one place to focus on issues pertinent to the Central Wasatch in 2025. Staff are still in the midst of program planning and are preliminarily planning for the program to include a keynote address, live-streamed CWC podcast, “In the Wasatch” episodes and interviews, educational workshops, expert panels, a tabling expo, and a film screening to close out the symposium.

Because the CWC staff is so small, and in an effort to ensure the Symposium runs as smoothly as possible, staff have reached out to the Pathway Group to procure event management services for the 2025 Central Wasatch Symposium. Included in the meeting materials are a proposal for event management services from Pathway and a resolution to enter a contract with Pathway for Board consideration and approval during the June Board meeting.

We are recommending that the Board opt to contract for services outline in Proposal A included in the attached document. Proposal A will provide event planning support, day-of event support, volunteer coordination, and post-event debrief. The quoted cost for this contract is \$4,900, and the contract would commence in June should the Board approve the contract.