

Special Events Committee Meeting Minutes
February 13, 2019
Seattle Municipal Tower, Floor 16, Room 1610

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Lisa Frasier	Citizen Representative
Department of Construction & Inspections	Dan Powers	DCI Noise Abatement
	Jessica McHegg	SDCI
Department of Neighborhoods	Erin Cheuvront	DON
Finance and Administrative Services	Kim Brady	FAS
King County Metro Transit	Glenn Bartolome	Metro
Parks and Recreation	Carl Bergquist	Parks
Seattle-King County Health Department	Rosemary Byrne	Health
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Tom Heun	FMO
Seattle Police Department	Not Present	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Julie Borden	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Lt. Rob Rieder	WSLCB

Additional Attendees: James McReynolds, Victor Moncada, Joey Burgess, Merisa Vertti, Gregg McKnight, Trevor Miller

Note: As always, these are "raw minutes notes" based on the discussion of the 2/13/19 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

DATE	EVENT
Jan 18	MLK March for Peace and Justice - Giddens School
Jan 18	Dr. Martin Luther King Jr. Birthday March - McDonald
Jan 18	Martin Luther King Jr March - Orca K-8
Jan 18	Justice for Iosia
Jan 19	Womxn's March on Seattle 2019 <ul style="list-style-type: none"> • No SPD present for comment • Parks – Organizers left the Park in good shape and were easy to work with • Metro – Around 600 people utilize shuttles from Seattle Center to Downtown • Special Events understanding that attendance was lower than previous years

Jan 19	Annual Martin Luther King Jr. Youth March and Celebration - Parks
Jan 19 & 20	<p>Ethiopian Orthodox Churches-Epiphany Celebration March Days 1 & 2</p> <ul style="list-style-type: none"> • Getting to be a big event, goes down MLK; Street impacts and the number of participants is impactful • Touchbase with SPD, SDOT, and Special Events for 2020 Planning; Chair will hold subcommittee later in the year to begin planning
Jan 21	Martin Luther King, Jr. Celebration
Jan 24 - Feb 2	<p>Seattle Boat Show on South Lake Union</p> <ul style="list-style-type: none"> • FAS talked with organizers things went ok from organizers point of view; Attendance was lower than usual, but it may be due to other events and the viaduct closure
Jan 31	Indivisible opposes Schultz' third-party presidential bid
Feb 1	Seattle Symphony Friday Matinees, Masterworks series
Feb 2	<p>SR 99 Grand Opening Step Forward</p> <ul style="list-style-type: none"> • Transition between Run and Grand Opening worked out well for Seattle Center • Those that participated in run, were able to exit and allow public to get in • Once the run was off campus, the activity on campus was not as significant as a busy Saturday • Gates foundation had trouble accessing some of their buildings, but were able to get through • SPD had issues with 1st and Seneca queuing; Issues with who was authorized to open the gate to allow queuing into the holding sites; The public was pushed onto the streets; There were queuing on the on-ramp; Communication issue • SDOT had a fairly easy day traveling around the City • Waterfront had access issues due to the closures and re-routes • Metro had no issues; There was a lot of movement on Royal Brougham due to 100 metro shuttles in rotation and the Seattle Boat Show pedestrian traffic; There was a lot of moving pieces throughout the day • Ticketed timing worked well; The amount of communication that went out in advanced worked well to notify public • FMO – Organizers did a good job of monitoring the flow and controlling the crowds; Kept FMO in the know with the updated numbers
Feb 2	<p>Tunnel to Viaduct 8K</p> <ul style="list-style-type: none"> • Very well attended; Lasted an hour longer than anticipated due to the amount of attendees • Race started on time, took longer to clear all corrals off campus • 29,000 attendees • Transition went straight from the Run to Grand Opening • Traffic worked fairly well considering how many people attended • Seattle Center – Grand scheme of things it worked well for traffic; At one point there was a 45min wait to get off I-5 to mercer garages; At the left turns, SPD was there to help direct traffic; The amount of people that attended naturally created a backup; Wish there was more support space on campus for packet pickup and gear check; Morning of the race, packet pick up, was intense few hours; Lance was on with EOC, and not all of the positions at the emergency exits within the tunnel were staffed, so it may of caused a little bit more of a delay • Concerned that run would go into the ribbon cutting; Run was able to clear

	out in a timely matter
Feb 2	2019 Wing Luke Museum Lunar New Year Lion Dance
Feb 2-3	Seattle Boat Show [Street Use] <ul style="list-style-type: none"> • Balance between public pedestrian traffic and Metro traffic on Royal Brougham; Busy area with multiple events going on and many moving pieces
Feb 3	Tunnel Ride - Grand Opening of the New Tunnel
Feb 9	Polar Plunge Seattle
Feb 9	Love 'em or Leave 'em Valentine's Day Dash
Feb 9	SODO Flea
Feb 9	Lunar New Year Celebration
Feb 10	My Better Half Marathon

Applications Review / Discussion

Event: Magnolia Little League 2019 Season Kickoff Parade
Date(s): Saturday, March 30, 2019
Location: Magnolia Playfield & Nearby Streets
Organizer(s): James McReynolds

Event Notes:

- Organizer previously coached in 2018; Now on the board for 201 and will be in charge of coordinating permits with the City
- Annual parade for the past 15 years; Parade always around the same weekend in March, this year is a week later than usual
- Parade starts at the top of Westmont Way W, proceeds east on W McGraw St. North on 32nd Ave W and into Magnolia Playfields at W Smith Street
- Parade participants include the teams and coaches; In 2018, there were about 500 kids and 100 coaches; Teams hold banners, sponsors, etc. and walk parade route to the park
- Near 34th there is a PA system announcing the teams as they come
- Magnolia Play Field 1 & 2 utilized post parade for the singing of the National Anthem and opening remarks to kick off the season
- Hit, Pitch and Throw competition held after the parade; All districts are able to participate; Competition has been held for past 2 years
- No cars or floats are included in the parade; Everyone is on foot
- Board go down and pick up the road closures signs post parade to help open roads up quickly
- Families and neighbors gather to watch the parade along route
- SPD controlling traffic at the start of parade and on 34th and 35th

Committee Discussion:

Health – Confirming no food at the event

SDOT – Traffic control plan will be the same; There are “no-parks” that they do for staging; SPD W precinct helps with traffic control; Reminder that organizers are in charge of renting signage and cones from a 3rd party vendor

Metro – Standard Re-routes that they do for the event

DON – Neighborhood notification and business notification will need to be done; Organizers do notification via e-mail blast from commissioner; Keep in mind new neighbors in the neighborhood, so door-to-door notification could be helpful

Chair – Highly recommend door-to-door along the route to get to know the neighbors, Special Events

received feedback that event is getting big and impactful; Special Events will check in with SPD to see who is in charge SPD Traffic or SPD W Precinct for traffic control

Event: 5 De Mayo
Date(s): Sunday, May 5, 2019
Location: Green Lake Neighborhood
Organizer(s): Victor Moncada

Event Notes:

- Organizers 2nd year producing event; Overall 13th year producing event
- Starting on Saturday, barricades, restrooms, etc. are delivered
- Sunday set up begins around 7am; Street closures start at 9:00am
- Event start at 1:00pm - 3 bars outside food booth and 1; 10:00pm is when it starts wining down; 10:30pm music stops; By 11:00pm, all clear from outside
- There is a DJ playing throughout the event and there is a live band that performs from 4-5pm
- Fencing 2nd Ave between E Green Lake Way N and Woodland Ave NE; Taking the west sidewalk which is attached to side window of building; Other side of the street is open
- Streets re-open at midnight;
- The only bus route affected is 26X

Committee Discussion:

FMO – Confirming the 20 ft. fire lane on the east side of the street outside of the fencing; Working with Cort Party Rentals; In 2018, there was a problem with the fencing company that wanted to move outside on the plan; FMO worked to fix, but looking to get done right first time for 2019; The enclosed space will have more than enough occupancy for the anticipated participants

Health – Will need temporary permit from Public Health

SDOT – Same plan; No changes in TCP; Seattle Fencing will be used for barricade and fencing

DCI Noise Abatement – Organizers plan to lower noise by 10am and then completely stop by 10:30pm; If going past 10pm and doing tear down work after 10pm, then will need a TNV; To break the patio down, organizers needs 45 mins; Dan does not think there were past issues, but will look up data

WSLCB – LCB officer that work with is Lucy Peters; Confirming extended service for restaurant; Organizer will work with Lucy to get permit; Reminder to have service staff on point; LCB can do a free service staff training

Metro – 26x doesn't run on Sunday, no impacts

DON – Notification to neighborhood about street closure; Organizers should go door-by-door to neighbors directly impacted and have letters

Chair – With new and more residences in the neighborhood, notification is key

Event: Queer/Pride: Queer/Bar's 2nd Annual Pride Festival
Date(s): Friday – Sunday, June 28 – 30, 2019
Location: 11th Ave between Pike and Pine
Organizer(s): Joey Burgess and Merisa Vertti

Event Notes:

- 2018 first time doing 3-day activation of this location; Organizers saw huge success; Engaging activation and good performances
- Event catered to a lot of different audiences on Capitol Hill; Event was totally inclusive to the whole community

- There were two incidents in 2018 – (1) there was a random suitcase near Sellen gates, 8 of their security guards swarmed it, SPD brought the bomb squad; Everything was ok; (2) There was an aggressive attendee that was ushered out
- The open construction site across the street at Sellen won't be there for 2019; There will be access to sidewalk to other businesses on 11th Ave
- No instances of over-service - enough service, no major issues
- Big problem noticed was that supply did not meet demand; Sold out and hit capacity all three days
- The gates went directly to Pine St.; There were no designated re-route crowds or queuing; For 2019, working to have designated re-routes and queuing
- Changes to 2019 - Working to better communicate earlier arrival instead of a later bar start time; Moving start to 2 hours later to accommodate crowds; Pre-ordered queuing racks to help control the crowd to alleviate flowing, also added exits to help relieve the flow of crowds
- Looking to incorporate a charitable component with event for 2019
- Working with neighbors for activations in Rain City Fit, Vermillion and Grim's; Rain City Fit will doing a competition, Vermillion an art show, Grim's will have a full takeover of Pride - partnering with local artist doing pride events throughout the weekend
- Only complaint was from Rhino Room, since they were not expecting festival to be as big as it was; Felt that the flow of queuing did not work with their flow for his venue; Organizers will work to have security in front to help direct participants
- Working with Egan for PrideFest and the BIA; Working to have businesses spread through Broadway event, post Pride parade engagement to Capitol Hill and how to engage Queer/Bar event
- When engaged bomb squad, it was quick and fast; Organizers noticed SPD homed in non-queer events; Hired EMS and they coordinate with SPD from their hired security; SPD not needed in event footprint

Committee Discussion:

MO – Notes that event organizer Joey Burgess is also on Mayor's Small Business Advisory Council

FMO – Needs revised plan showing dimensions including not usable space i.e. stages; Occupancy will not be limited by the exits, but by the unusable space for 2019; The exits won't be an issue for this year; Organizers are working to create a sustainable back stage before updating maps; FMO requiring organizers to coordinated attendance number i.e. will need clicker and out numbers; Organizers used a clicker system and it worked well last year to control attendance; Will need details of the VIP area in the map

Seattle Center – Instinct to get personnel outside of the footprint will be helpful for control; Planning ahead will help with your neighbors and will make the experience for participants much better

Public Health – Will need permit for food vendor outside; Accessible handwashing station and restrooms for food vendor is required

SDOT – Looks like footprint is the same as last year; Would like to touch base closer to event to look at queuing on site

DCI Noise Abatement – Off hours outdoor amplified sound requires a Temporary Noise Variance (TNV); Friday and Saturday will be cap at midnight, for Sunday it will be 11pm usually, but accepted until 12am with OED permit; Will work with OED and other organizers to have clear guidelines for TNV; Requesting bands and music type closer to event

WSLCB – 2 bars inside, 2 outside – one servicing VIP, other sides servicing general; Organizers will be using extended service; Sgt. Hopkins is new enforcement officer for that area and will work for extended service; Contact Lt. Rieder to coordinate

DON – Event caused discontent with a few neighbors, Will want to have notification be done to the neighborhoods; Erin put organizers in touch with Laura Jenkins from DON for notification; Business owners had issues with parking, noise, and not knowing about the event; The combination of Wildrose event and Queer/Bar is a lot for some businesses and neighbors

Chair – Will work with DON, organizers, and OED for map of all events during pride weekend

Sound Transit – interested in getting idea of total events happening during the weekend and total number of attendees so can plan ahead for service

SPU – Inquiring if organizers have plan for clean up or volunteers; Organizers - Cedar Grove and Ecology will come every day Wednesday – Sunday; Will pick up trash from dumpsters in back alley; Bar staff will take waste from all of the receptacles and put to dumpsters; SPD asking to take care of SPU cans inside of footprint

FAS – Provide FAS a list of vendors that are providing support; Because they are servicing companies, they need a Seattle business license

Chair – No other issues; Appreciative to organizers for being proactive; Chair does not see any barriers from Committee for moving forward with plan for 2019

Event: Northwest Wake Surf Open
Date(s): Friday – Sunday July 12 – 14, 2019
Location: Seward Park and Lake Washington
Organizer(s): Gregg McKnight, Trevor Miller

Event Notes:

- Northwest Wake Surf Open going on for 10 years; Started in Lake Sammamish then moved out to Lake Tye
- Currently looking to move to Seattle; Organizers saw participants wanted to have more activity in Seattle
- Family friendly event, mostly 10-18-year-olds participate in competition; 70-80 riders that participate
- Boat travels in the straight line, the rider does tricks, and then there are judges
- Proposed location on Seward Park and use of Lake Washington waterways; Organizers looked at a couple locations, but settled on Seward Park since Seafair uses waterway for wake surfing
- Location requirements for wake surfing, needs a minimum depth of 10-15 ft.; Need to prepare for the weather too; At that time of year, winds come from north, Seward park is protected from the north wind, for south wind, riders are aware that may experience some rough weather
- Spectators bring in chairs and blankets
- Spectators in Monroe were about 100
- The event is broadcasted, not a huge attendance draws on the shore line
- In Monroe, worked with YMCA for In the Water event to help connect kids to have first hand experience with water sports and get to access to other non-profits

Committee Discussion:

FMO – Will need vendor list closer to event to ensure food trucks have the proper permits with FMO; Medic One will also need to be involved with event; Reach out to Lt. Curtis since not sure if support in water or land or both is needed

Public Health – Accessible handwashing station and restrooms for food vendor is required

DCI Noise Abatement – Will send link for TNV application; Will need TNV for announcements

Parks – Seward Park staff is concerned about the impact for the shoreline; This event will need to meet all requirements for King County; Parks would like to see Fish and Wildlife signing off on event to show that they won't have impact to the lake; Organizers will abide by the no wake rules and go to buoys

DON – Important to reach out to neighborhood about new event; Will work with community engagement coordinators, Yun Pietrie, for notification; Will have Yun speak to parameters for notification; Prefers door-to-door notification to residences directly impacted and within close proximity to the park

Metro – Sunday Lake Washington Blvd street closes for Bicycle Sunday; All of the attendees will need to come in from the south to enter the Park, the north will be closed for bicycle Sunday

FAS – Will need list of support vendors and food trucks; All vendors must have a Seattle business licenses
Chair – Would like to see direct notification to neighborhoods, but also business support and stakeholder support; Organizers looking for confirmation within 30 days of this meeting; Chair would like organizers to start with reaching out to Fish and Wildlife for impacts to the waterways and environment and start neighborhood notification