

Special Events Committee Meeting
July 7, 2020
Video Conference Call

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Tom Anderson	Citizen Representative
	Lisa Fraser	Citizen Representative
Department of Construction & Inspections	Dan Powers	DCI Noise Abatement
Department of Neighborhoods	Angela Rae	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	Glenn Bartolome	Metro
Mayor's Office	Domonique Stephens	MO
Parks and Recreation	<i>Not Present</i>	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	SFD
Seattle Police Department	Lt. Phil Hay	SPD
	Lt. Bryan Clenna	SPD
Seattle Public Utilities	Pat Kaufman	SPU
Special Events Office	Chris Swenson	Chair
	Julie Borden	SE
	Jonelle Mogi	SE

Additional Attendees: Jami Kai – Metro, Lisa Nielsen – Parks

Note: As always, these are “raw minutes notes” based on the discussion of the 7/9/2020 meeting and do not include every word spoken—not a literal transcript—merely a summary of ideas.

Committee Roundtable Discussion

- Roundtable
 - SDOT work to install protective bike lanes on 4th Ave; Protected bike lane will be on the west side of 4th Ave between Pine and Yesler; Similar to bike lanes on 2nd Ave and Broadway
 - First phase to start this fall is between Spring and Pine
 - This will affect events that currently use 4th Ave (Torchlight Parade, Pride Parade, etc.)
 - Designed to have posts in barriers to allow vehicles to stage, but will need to work with organizers; SDOT has worked with organizers and the use of bike lanes in other events

Committee Business

Working Group Update – Covid-19 Health Action and Management Plan (CHAMP)

Meli Darby, Special Events Office and Gretchen Lenihan, Seattle Center

- Intent of CHAMP is to help guide event producers through the planning process due to COVID-19; This form is in line with the current Public Space and Event Management Plan (PSEMP)
- Work is done under the assumption that events can happen in Phase 4
- Intention is to develop a Seattle Special Event permit application tool that provides
 - Event organizers a format to share specifics on their health and social distancing plans
 - Committee ability to ensure organizers are making efforts to meet State and County health requirements
- CHAMP is not intended to require the Committee to review and approve health and social distancing requirements
- Instead of creating guidelines, we are following King County Public Health and State Guidelines; When there is food associated (temporary food permits) with an event, then that is where Public Health comes in for review, but for other health and safety procedures there is no enforcement through the committee; Public Health focused on food service temporary and permanent
- Public Health will start enforcing restaurants that do not follow social distancing guidelines; We will need to revisit what Phase 4 enforcement will look like; Department of Labor and Industry, if it is a workplace and they have employees, then they do enforcement of that
- Basic framework has been created and shared at last committee meeting; Working group are identify questions for each section of the framework
- Continuing working on the framework and will plan to present the draft form to the committee at next meeting
- There are other event industry groups coming up with guidelines and recommendation that working group will review and consider including with resources
- SEC is not regulatory; Document is intended for event organizers are looking and identifying every pathway possible to set their event up for success and to highlight areas that need more review
- Modeling CHAMP form after PSEMP form, working to avoid duplicate and asking organizers to restate information stated elsewhere; Plan to have draft to share this month

Special Events Committee Planning: Rebuilding Priority Process & Fall Event Request Reviews

Chris Swenson – Chair Special Events Committee

- Explore and have conversation with committee members at looking at resetting or updating the priority process of considering major events in Seattle
- SEC is historically largely focused on operations, process, and making sure we have the information we need to ensure we have the support and resources to support proposed permitted event activity
- SEC in its regulatory and review process, has a need to look at physical impacts and conflicts for events; The standards used are time, place and manner
- Beyond that, we are looking to update priorities in term to which type of events the City should prioritize; In 2016 Special Events ordinance was updated, in particular there were changes in the fee process; There were two things that were changed – community events would not pay for police services, but ticketed and paid event would pay for police services; Citywide event category where fees could be negotiated
- If there is a physical conflict, which event or type of event should the city prioritize? As an example, prioritize local, community, BIPOC event versus a for-profit large-scale event
- Conversations happening on a broader level and policy level within department; Suggesting survey be sent out to SEC
 - Is this your role in your representation of your agency? If this is not your role, who is the staff that should be engaged?
 - With these types of prioritization updates, how does this affect the work you do? If there is

a shift in priorities of SEO, will there be shift in your work?

Citizen Representative – Local event organizers taking priority shows important to maintain industry locally; For community events, understanding the cultural significant to the community, knowing however they don't pay for services, there could be some budget challenges; Another issue to consider is the availability of services

Chair – Event industry and venue industry are most impacted due to COVID since first to shut down and probably last to re-open; Prioritizing local industry focuses on supporting the local industry and local hires; Consideration of the budget that City is under, we should anticipate that there will be restrictions of what resources are available at some level

DON – There are not a lot of permitted events o from BIPOC communities, there should be focus to bring these events to Special Event permitting; Special Events are for everyone including the community you are a part of; Many underserved communities do not know of the process or know how to navigate

Special Events – Revisiting the discussion to advocate that it shouldn't be a law requirement that police officers need to do traffic control and revisiting proposal for volunteers to be monitors; Both would relieve costs and resources on the City and organizer side

Chair – The discussion to revisit proposals will consider city policy and state law

Seattle Center – Likely we will have less resources for events, so options to consider are important to look at; Two contexts what we are supporting when talking about communities - What communities are showing up and how are we impacting different communities; As SEC we tried to spread out impact to communities throughout the year, but important to consider how much the neighborhood is impacted through events throughout the year; How do we include those communities into our prioritization

DON – RET through neighborhood notification will be starting; DON is looking to create a working group

Chair – Talked SDOT and SPD about a tiered process for ROW impacts and mobility impacts, that could be a part of this conversation too; Tiered concept is based on how heavily streets being closed are used for mobility, building process how to navigate and evaluate impacts to the neighborhood

Fall Event Request Review

Chris Swenson – Chair Special Events Committee

Start	End	Event	Notes
9/12	9/12	Van Haven	Annual event, usual date; Georgetown
9/12	9/12	St. Jude Walk/Run Seattle	First time for permit; Seward Park
9/12	9/13	PrideFest Capitol Hill	Annual event, rescheduled date
9/13	9/13	Magnolia Village Car Show	Annual event, rescheduled date
9/18	9/20	Fremont Oktoberfest	Annual event, usual date
9/18	9/20	Jimi Hendrix 50th Anniversary Memorial	One-time event; Jimi Hendrix & Sam Smith Parks
9/19	9/20	The Orca Half	Annual event, usual date, extended to two days; Alki
9/22	9/25	UW Student Move-In	Annual "event", usual date
9/25	11/1	Georgetown Morgue Haunted House	Annual event, usual dates
9/26	9/26	Gold Rush Rally/Throttle	One-time event; SoDo
10/4	10/4	Tail of the Lake Regatta	Annual event, usual date
10/4	10/4	University of Washington Dawg Dash	Annual event, usual date
10/24	10/24	Making Strides Against Breast Cancer	Annual event, usual date

- No events will be permitted before Labor Day; SEO is currently accepting applications to after Labor Day; Committee has not restricted events that are after Labor Day

- Annual events cancelled for 2020
 - San Gennaro Festival
 - St. Benedict Wallingford Wurst
 - Tour de Pier
 - Seattle Fiestas Patrias
 - Seattle Greek Festival
 - Great Pumpkin Weigh-Off
 - Lake Union Wooden Boat Festival
 - Sustainable Ballard Festival
 - Walk to End Alzheimer's
 - R-Day
 - PurpleStride Puget Sound
- Events Currently in process
 - 9/26 Gold Rush Rally/Throttle – street closure in SODO; Planning will need to be done for street closure since 6th Ave S is a large freight and Metro route; SDOT will look closer
 - 9/12 – 9/13 Pridefest – Requesting 2-day closure; 2019 was 1-day closure; Requesting to have a more controlled environment over 2 days to help with social distancing to see as many people as possible
 - 9/19 – 9/20 Orca Half – Originally requested 2 days due to increasing number of attendees; Still considering both days to help distance
- There are 3 run walk/ride events that are looking for reschedule for the fall; Seattle marathon is still planning for historic date for event; How do we plan for conflicts if we don't know if event can happen or not

SDOT – Only 2 months out for some of the events, PrideFest and Oktoberfest large events for SDOT; Currently don't have details about social distancing and size of footprint for event, struggling to plan event and how will work; Both events are very large and impactful to City streets

Chair – Without CHAMP in place and without guidance from State and County, impossible to review based on theory plan received; SEC made the administrative rule that no permits will be issued through Labor Day, at next meeting, do we need to revisit and extend for another month?

SDOT – Unsure how an organizer can work around that schedule and work around internal schedule; Impossible to do but in reality, it is something we need to consider

Health – Difficult to review all of the events since don't know the guidelines for phase 4

Chair – Regarding the vote and consideration of meeting in 2 weeks, SEO will put together some background and conceptual for the vote; Will need to consider that 6 weeks out for original cancellation date

Next Steps

- 7/16 Subcommittee
 - CHAMP working group
- DON Neighborhood Notifications working group meeting
- 7/23 SEC Meeting
 - SEO will send background/context for the vote; Time will be allocated for discussion and vote