

Special Events Committee Meeting Minutes

April 10, 2019
Floor 16, Room 1600

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Tom Anderson	Citizen Representative
	Oliver Little	Citizen Representative
	Monisha Singh	Citizen Representative
Department of Construction & Inspections	James Dasher	DCI Noise Abatement
	Jessica McHegg	SDCI
Department of Neighborhoods	Not Present	DON
Finance and Administrative Services	Brenda Strickland	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 (<i>Acting Chair</i>)
Seattle Department of Transportation	Not Present	SDOT
Seattle Fire Department	Tom Heun	FMO
Seattle Police Department	Joel Williams	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Not Present	Chair
	Julie Borden	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Not Present	WSLCB

Additional Attendees: Katy Willis – Visit Seattle, Luke Sillonis – Downtown Seattle Association, Yun Pitre – DON, Trevor Dykstra – Design in Public, Daniel Aguilrra – Design in Public, Clay Lundquist - Recess, Amsale Mulat - ENAT, Allison Paytosh – APDA NW, Brian Harris – APDA NW, Tamara Hartner – Mortenson , Don Graham - OVG, Morgan Littlefield - OVG, Mike Tihista - CAAlcon

Note: As always, these are "raw minutes notes" based on the discussion of the 4/10/19 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

DATE	EVENT
Mar 13, 14	Link Up student concerts
Mar 14-17	Emerald City Comic Con [Street Use]
Mar 15	Green Stripe
Mar 15-17	Kells Annual St. Patrick's Festival <ul style="list-style-type: none"> Email from SFD that there are recurring issues that happen each year; Safety issues which include locking and blocking exits

	<ul style="list-style-type: none"> • Recommends bringing them in next year for meeting or subcommittee
Mar 15	Climate Strike WA
Mar 16	St. Patrick's Day Parade <ul style="list-style-type: none"> • SPD requesting to coordinate with Metro to allow general public traffic onto 3rd Ave when 4th Ave is closed
Mar 16	Debuts & Discoveries
Mar 16	St. Patricks Day Event - Reuben's Brews
Mar 17	St. Patrick's Day Dash <ul style="list-style-type: none"> • Seattle Center – Route worked well coming into campus; The time of year is why it worked well for finish; Wouldn't recommend approving that route at other times of year • Space needle appreciated the clean up readily
Mar 23	UW Rowing - Class Day Regatta
Mar 24	LLS Big Climb
Mar 30	Magnolia Little League 2019 Season Kickoff Parade
Mar 30	Running of the Beavers Run/Walk
Mar 30	UW Rowing - Husky Open Regatta
Apr 6	Northwest Brain Freeze
Apr 6	Sounders FC March to the Match
Apr 6	It's Up To Us: The Trump/Pence Fascist Regime Must Go!
Apr 7	Walk/Run MS

Applications Review / Discussion

Event: Seattle Design Festival
Date(s): Friday – Sunday, August 23-25, 2019
Location: Lake Union Park
Organizer(s): Trevor Dykstra, Daniel Aguilrra

Event Notes:

- Changing date to August instead of September due to availability of the park
- Changing venue of festival block party to Lake Union Park in South Lake Union
- Previous event was held at Occidental Square in Pioneer Square
- Designers creating interactive art instillations to represent theme during the event
- Planning similar structure to previous years; Temporary art instillations set up for 2 days for public viewing; Small instillations will need to hand assemble art instillations
- For this year, just planning to have the instillations; Looking at this location to be permanent and could include food trucks for future
- Public art submissions guidelines are loose for now; There are some questions about what artists can do and what space they can use
- About 5,000 visitors per day for previous events; Occidental Square location benefitted from Seahawks/Mariners traffic
- Hoping to use central walkway to Lake Union Park for load – in; Organizers trying help with the impacts to the neighborhood

Committee Discussion:

Parks – The central walkway can be used to load in; It is a fire lane so will need to keep clear in case of emergency; Fairview construction bridge will be starting in April; Parking lot is for parks, unless event is

massive, then parks will reserve parking lot; Parking lot in front of MOHAI is off limit; Parks will connect with Lake Union work group to start conversations

Acting Chair – Is there a plan for transportation? Organizers will push participants to use the street car
Citizen Representative – Suggests talking to Amazon for awareness; Probably would want someone helping for pedestrian crossing at Valley; Direct ride share to a spot that is centrally located to help with congestion
DCI Noise Abatement – 6am on Friday for setup on application, but organizers won't have teams showing up until 10am; Some structures will be delivered early; Reminder for larger trucks to turn off peer alarms since there have been an increase in complaints; Any scaffolds or metal on metal will be set up after 7am due to noise requirements

FAS – Requesting a list of the suppliers; Organizers will send over list

SPD – SPOC will talk about event during their meeting next week; Will be handled by the west precinct

Metro – Organizers show participants where to park nearby; Assumption is that will have people filter in on foot traffic; Hone in on alternative transit options for participants to get to event; Fairview bridge will be closed; Will need to work on how will get people in/out during the weekend and reduce Mercer from backing up; Pedestrians will need to hold for the train to cross; Fairview bridge will close fall of 2019; There will have some construction near Aloha St. prior to closure

SDCI – How big are the instillations? 10x10 for most instillations; Last year had 2 centerpiece activations 20x20; This year organizers left the size restriction off application; Generally building permits exempts play equipment; If structures come to look more of a building i.e.. 10x10x10, pavilions or tunnels, then will get into contact with Jessica; Anything huge will need to be reviewed and will let know if have concerns

Special Event – Will put in contact with DON for list of key stakeholders; Organizers will work with Recology for waste management; Special Events will touch base with SDOT if there is anything else needed

Event: Recess
Date(s): Saturday, August 3, 2019
Location: Cal Anderson Park/Bobby Morris Playfield
Organizer(s): Clay Lundquist

Event Notes:

- Event put on by Center Stage Entertainment Marketing; Marketing and production company with 11 years of producing events and producing events for sponsors which include Sounders, Seahawks, Pride
- Recess is an event to offer to charities for fundraising; Instead of walk/runs will be another way to give back
- Ronald McDonald House Charities of Western Washington and Alaska will be sponsor for 2019 event; working to have pre event-marketing and coordination throughout event
- Recess concept is a festival that brings classic school yard games to an adult audience; Games include kickball, four square, and other games
- Food trucks will be onsite with themed food for adults
- There will be cover bands performing and playing mostly 80-90s music
- Revised event time per committee suggestion to bring it down an hour
- Attendees increased for the size of park; Organizers would participants to be able to walk around alcohol with alcohol within event footprint
- Event footprint will be fence completely; There will be ID checks at entrances, and will have wristbands to check
- Talked to SFD to help control the flow and how many exits and entrances needed

Committee Discussion:

SFD – Map looks great; Needs a list of food vendors when ready

Citizen Representative – Confirming fencing Bobby Morris playfield and the meadow behind the shelter house and any other breaks in the fence; Organizers confirm they intend to have whole footprint open for alcohol consumption

SPD – Met with SPD east precinct on the phone, since on Seafair weekend, lead them to Seattle’s Finest for extra security, will work with them for safety and security plan; Not recommending any on-duty police officers for the event due to other events that weekend; Organizers still want a few off duty officers at event to handle anything inside of event – looking at 10 (off duty and retired officers); Organizers will have some extra security for other issues that they can’t handle, will need other security for checking ID’s; Not looking at any issues with traffic, messaging will push light rail, train or buses; Organizers will try to work with a partnership with a ride share company

SDCI Noise – set up will start at 6am will include move in of some of the equipment and putting up fencing; Peer tone alarms on backup trucks have been becoming an issue with residential areas; South half of park is zone mc – if want to run music past 7pm then will need to work with noise abatement – will need to do some outreach and permits; Speaker locations will be facing into the park and centralized within the park

Parks – Will need monitors around ball field to keep food and alcohol out of ball field; Organizers will place high top rounds before the fields for attendees to put drinks/food; For placement of food trucks, we will have barrier from area and will push them to meadow to eat; Location of food trucks now look like it is good

SDCI – As creating barrier around park, are the entrances accessible? On Pine, they have stairs; The main entrances off the sidewalks are accessible; Looking to have entrance on 11th and Pine

FAS – Will need business license for Center Stage Entertainment; Will need to have admission tax; Tradeshow license for all of the vendors

Health – Food trucks will need annual permit; Everything should be in King County; Made call to Public Health to see what they need ahead of time and if can coordinate someone to come out and inspect in morning; Bathrooms and handwashing stations are needed for food trucks; All of the food will need to be kept inside the truck, if pulling food outside of the truck then will need temporary permit

SE – Will connect organizers with DON for notification; Organizers have been doing marketing, but will need to reach the neighborhood for notifications, WSLCB for the permits needed for the alcohol service, most of the permits need to go through the nonprofits; Organizers aware of what needed for liquor permits; SE will connect with SDOT since organizers would like to block off some of the parking spaces on 11th, will want to use them for trucks and production vehicles; Looking to rent a few nearby parking lots for volunteers and staff; The parking will be used for production vehicles; SE can connect with SPU if need help with plan for clean up; SE will be in touch with Sound Transit that there is an event in that area; They like to be in touch and aware of events

Chair – Inquiring about first aid tent; Organizers contacted company that needed first aid tent with 2 EMT on site; Shelter house is available to organizers, will have medical and use of shelter house

Event: ENAT Empowering Ethiopian Women and Families
Date(s): Sunday, August 25, 2019
Location: Cherry St between MLK Jr Way and 23rd Ave
Organizer(s): Amsale Mulat

Event Notes:

- ENAT focus is empowering women; Culture and women getting together to talk about life, society and culture
- ENAT comes from culture with a name that comes to support single women
- Requesting to hold event near Cherry St. due to a lot of Ethiopian women business owners
- Would like to have street closure to support business owners on Cherry St.; In future the Committee would support closure if there is the participants
- Could move back to a Park if needed; 2 years ago, it was held at Garfield park
- 2nd year of event; Growing larger and larger each year

Committee Discussion:

Chair – There are concerns about closing Cherry St; The length of closure for the expected attendees is a concern

SFD – 20 ft fire lane goes all the way through; Beer garden, must need exits that are 4 ft wide minimum; If anyone cooking outside, then will need additional permits from fire

Citizen Representative – Is there a way of using 27th, so not impacting Cherry? 27th will get you close enough to restaurants; Suggestion could utilize 27th instead of Cherry to help create a gathering space for participants

SPD – No conversation with East precinct yet; Event will require significantly less resources if in park rather than in the street; Will have no resources assigned if at the Park; If closure of Cherry, will need more resources

Metro – Cherry St/ is very hard; Route 3 has to go on Cherry St.; If closed Cherry, then those that are on/off will need to stay on 23rd to Union, area around Cherry St will not be serviced by Metro; If closing a block on Cherry, then will need closure from MLK to 23rd; Suggests looking at a Park for this year, when event grows larger, can look at closing street; For now, no one in the neighborhood can get out near Cherry St

Parks – Powell Barnett Park is available; Will need to look to see if Garfield is available; Gerbert Park could be an option and if you close Temple St.; Gerbert Park and street is small and will be pushing limits with 500 people

FAS – Will need list of vendors and suppliers

Public Health – If restaurants go outside and have food set up outside of restaurant then they will need temporary food permit

DON – If held in park then DON doesn't see issues; If on Cherry, then will need notification; BEGO did have event and closure of Cherry St in 2016, but larger attendees for BEGO

SE – Will touch base after meeting to see how organizers would like to move forward

Event: APDA Northwest Optimism Walk
Date(s): Sunday, June 2, 2019
Location: Florentia St between Nickerson St and 4th Ave N
Organizer(s): Allison Paytosh, Brian Harris

Event Notes:

- National event all across the country with the different chapters put on a walk
- APDA areas of focus is help for today 80% if funds stay in area
- Last year to hold event at this location; Organizers used location for the past 4 years; 2018 event was at capacity
- Parking lot across Nickerson was pretty packed; Organizers will use the parking lot as a kickoff location
- Family fun prior to event, then walk down Ship Canal Trail
- Expecting 500 – 550; up to 600 attendees
- Being able to expand will be able to accommodate more participants; Will be able to allow more time to work with sponsors and interact with attendees
- Impact to a Sunday morning will have detours to Nickerson
- The funeral business will start construction after event; Nickerson will go through construction next year so will need to look at alternative space in future; No apartment buildings, but a few businesses and parking lots in the area
- Down the street from the offices, so helpful for participants to see where offices are

Committee Discussion:

SFD – The revised map will need to be sent to SE showing the 20 ft fire lane; Organizers are looking on

advice on how should be blocked off road; For Fire, will need something movable for fire truck; If fencing entire footprint and if over 500 attendees then will need 3 ways out, if only going under 500 attendees, then will just need 2; All alcohol service will be in Nickerson Saloon

Citizen Representative – All beverages will be in Nickerson Saloon; Event date is the same day as Race for The Cure, not sure if a conflict; SDOT will give TCP and will need barricades from a 3rd party vendor; The TCP will show the signage needed for road closures; The no-parking signs should be placed 48hrs in advance

SPD – Based on last years event, they are requesting an officer there to help with the street closure

FAS – List of vendors and suppliers

SE – Continue working with DON, as long as liquor in saloon, no need to follow up with WSLCB, SDOT will be in touch with street closure; Can connect with SPU if need help with waste management

SEC Working Group: Citywide Bylaws

Tom Anderson, Citizen Representative

- There is no ordinance that categories events; The ordinance does not lay out process on how an event organizer could request to become a Citywide event
- If you want to become a Citywide event, what does it mean and how do you become a Citywide event
- The City of Seattle Special Events Committee assigns a category to each event for which a permit application is received. There are six main categories: Athletic, Commercial, Community, Free Speech, and Mixed Free Speech
- Additionally, the City has created the “Citywide” category to allow for greater flexibility in negotiating Special Event permit fees. This category is intended to recognize the value of historic events that are highly-regarding by the general public of Seattle, while acknowledging the considerable City resources that are required for coordination and production of the event.
- There are five specific events categorized as Citywide: Fremont Solstice Parade, My Macy’s Holiday Parade, Seafair Hydroplane Races and Blue Angel Weekend, Seafair Summer Fourth, Seafair Torchlight Parade
- Applying for Citywide events status
 - The event organizer must submit a letter of application to the Special Events Committee that addresses the qualifications listed in this document
 - The event organizer may request an optional in-person presentation to the Special Events Committee. The presentation will be assigned to the next available full Special Events Committee meeting.
- Two kinds of event to be considered
 - One-time celebration
 - Annual event – history, admission, attendance – looking about 20,000, or demonstrate that expected crowd size has a significant impact on neighborhood residences, businesses or city-provided services
- Additional qualifications
 - Impacts to City services; Benchmark of 300 police hours
 - Impact to general public
 - Broadcast media/exposure
 - Community relevance
- Once application received, will be sent to the committee to be reviewed at Special Events Committee Meeting if needed
- Next steps
 - Deliver to City Attorney’s office
 - Follow a public process including posting publicly
 - Have incorporated by the May SEC
- Questions

- Public Health – what are the qualifications for the events? Looking at 15-20 year reoccurring events; Not looking at new events, but historical events
- Want events in this category to help negotiate fees, have relationship with the city and work closely with the city
 - Citizen Representative – Any qualifying events right now? Special Events is not looking to reach out to event organizers but rather have event producers reach out to the City to qualify for citywide
 - SPD – in general, what is incentive for event organizers? Gives event organizers a way to negotiate fees; My Macy's is an example – if Macy's was categorized differently, the costs would be significantly higher and the event could cease to exist; Chance for some cost recovery, if community event then don't pay for police services
 - SFD – An example could be NYE Event, not citywide but organizer could apply
- Advisory vote – In favor of plan, and to move forward to sending to City Attorney Office

OVG Arena Hauling Timeline

Morgan Littlefield, Oak View Group

Dong Graham, Oak View Group

Tamara Hartner – Mortenson

Mike Tihista – CAAlcon

Haul Routes

- Hauling will include trucks entering and exiting
- Focusing on demo and excavation phase of route
- Mortenson is responsible to follow guidelines set by SDOT, SDCI, FMO, etc
- Overall phase is ongoing and will be completed by 1st quarter of 2020
- Daytime hauling began by interior hauling and the demo of structure outside
- Trucks enter 1st Ave southside of arena, exit 1st Ave to Mercer to I-5 for daytime hauling only; Abide by rules of no hauling during peak hours; 5 days a week currently, also approved to haul on Saturday if needed
- Overnight hauling – projected to start week of June 3rd – 11:30pm – 6:30 am
- Do not go out to west side, trucks come in on 1st, go onto campus, haul across Harrison, go north or south on 5th to I-5
- First hour is set up; 6:30am-7:30am is clean up; Can be adjusted if approved by Seattle Center, Oakview, and Mortenson
- 600,000 trucks; about 15 trucks per hours; total of 300+ trucks and trailer loads
- Worked with SC to go through campus to mitigate some of the traffic
- Will have flaggers and UPO for high volume areas near all gates, 2 UPOS stationed at Thomas and 1st and Thomas and Harrison for overnight
- Night hauling 5 days a week starting, could go to 7 days; Trying not to work on Sundays
- Working with Seattle Center for events happening on campus

Seattle Center – Seattle Center is looking for opportunities on non-busy days for early hauling on campus (Mon/Tues); Some of the timing of re-occurring events will need to work through with Oak View Group; After 1st week of June, events include RNR marathon, Heart Walk, and Seattle Marathon

Special Events – Has begun talking to event organizers; The bigger festivals mostly work with Seattle Center not full committee



Mortenson

POPULOUS

CAAICON



SEATTLE

Best Team



Best City



Best Location






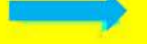
SC ARENA SC ARENA

FACEBOOK



Key Arena - RHINE Demo Proposed Haul Route

Denotes Proposed Haul Route In 

Denotes Proposed Haul Route Out 

Legend



DAYTIME HAUL ROUTE

Revision 4:
Response to Comment 62: see revised haul route and narrative from Rhine.

SEATTLE CENTER ARENA RENOVATION
JR HAYES TRUCK ROUTE

- INBOUND NORTH**
- Take Mercer st exit off I5
 - West on Mercer
 - Left on Dexter Ave N
 - West on Denny Way
 - Right on 1st Ave N
 - Right on Thomas St
 - Left on 2nd Ave N
 - Continue to Load Out
- South on Stewart*
- INBOUND SOUTH**
- South on Stewart
 - West on Denny Way
 - Right on 1st Ave N
 - Right on Thomas St
 - Left on 2nd Ave N
 - Continue to Load Out
- OUTBOUND NORTH**
- East on Harrison
 - Left on 5th Ave N
 - Right on Mercer
 - I 5 onramp
- OUTBOUND SOUTH**
- East on Harrison
 - Right on 5th Ave N
 - Left on Denny Way
 - Right on Yale Ave

LOAD OUT ZONE

NIGHTTIME HAUL ROUTE



Google

TRUCK ROUTE LEGEND

INBOUND NORTH
INBOUND SOUTH
OUTBOUND NORTH
OUTBOUND SOUTH

