

Special Events Committee Meeting Minutes

October 14, 2021

Via Video Conference

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Department of Construction & Inspections	Anthony Jagow	DCI Noise Abatement
Department of Neighborhoods	Ed Pottharst	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	Jonathan Rose	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	Lt. Tom Heun	SFD
Seattle Police Department	Lt. Bryan Clenna	Police
	Capt. Steven Strand	Police
Special Events Office	Chris Swenson	Chair
	Julie Borden	SEO
WA State Liquor & Cannabis Board	Beth Lehman	WSLCB
	Jennifer Dzubay	WSLCB
Mayor's Office	Michael Wells	MO

Additional Attendees:

Lt. Keith Wyatt (SFD Fire Prevention), Luke Sillonis (Downtown Seattle Association), Meghan Sebold (Mayor's Office), Diane Lalor (SPOC), Scott Plusquellec (OED)

Note: As always, these are "raw minutes notes" based on the discussion of the 10/14/2021 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Special Events Committee Chair Update

Meli Darby has accepted a position in the Parks Department and will no longer be the Chair of the Special Events Committee. Chris Swenson will resume the role until a permanent Special Events Program Lead is hired at OED.

SPD Staffing Update (Capt. Steven Strand)

- As of now, there are approximately 1,000 SPD Staff
- Approximately 100 police officers have asked for an exemption from the vaccination verification program
- About 150 staff have not submitted vaccination verification or exemption request
- If no verification or exemption request submitted by Oct. 18, staff will be terminated
- This is a staffing crisis. All detectives will work in uniform so they may assist as needed
- Expect to have a clearer picture of situation by mid-week next week

- SPD making adjustments to schedules to best accommodate needs
- Priorities are 911 response and responding to violence; may have to cancel special events if staffing is not available
- Maximum flexibility is necessary as this develops
- Events of particular concern: Seattle Marathon, Black Friday (tree lighting & fireworks, protests downtown), and New Year’s Eve
- Regarding mutual aid requests: There is concern that smaller agencies including King County Sheriff may be more affected by vaccination mandate and may call on SPD for assistance; Seattle would not be able to use staffing from agencies that do not require staff to be vaccinated

Post-Event Evaluations/Comments:

Event Dates: 9/9/2021 through 10/13/2021

Sep 10-11	Queen Anne Days Festival
Sep 11	NEST 10th Anniversary Celebration
Sep 11	Swim Across America - Seattle
Sep 15	RailSpur Alley Grand Opening
Sept 16-19	Boats Afloat Show
Sep 16-18	Beers & Bites September
Sept 17-19	Fremont Oktoberfest
Sep 17, 24	UW Husky Marching Band Rally
Sep 18-19	The Orca Half Marathon
Sep 18-19	Homecoming Performing Arts Festival
Sep 18	HONK! Fest West
Sep 18	Belltown Rock the Block <ul style="list-style-type: none"> • SEO: received two complaints regarding the music volume
Sept 21-24	University of Washington Academic Year Student Move-in
Sep 24-Nov 6	Georgetown Morgue Haunted House
Sep 25	The Great Pumpkin Weigh Off <ul style="list-style-type: none"> • FMO: set up not according to plan but were cooperative in making corrections
Sep 25	C-ID Night Market <ul style="list-style-type: none"> • SEO: some illegal dumping in an alley from unknown entity (maybe a vendor), SPU and OED are engaged
Sep 30	Every Child Matters March <ul style="list-style-type: none"> • SPD: went well, stayed on sidewalk
Oct 2	U District Station Opening Festival
Oct 2	Rally for Abortion Justice
Oct 3	Tail of the Lake Regatta
Oct 9	Seattle Fresh Hop Beer Festival
Oct 9	All Together Now
Oct 10	Save St Mary's Parish
Oct 10	Double Tenth Flag Raising and Parade <ul style="list-style-type: none"> • SPD: No issues
Oct 10	UW Dawg Dash <ul style="list-style-type: none"> • SPD: No issues

Meeting Minute Approval

- Vote to approve August 2021 minutes

- No changes or edits to the minutes
- Meeting minutes approved; All in favor, none opposed

King County Festival & Event Restart Fund (see attached slide deck)

Kate Becker, King County Creative Economy & Recovery Director

- King County Executive's Office are working to help festivals and events re-start since the close-downs associated with COVID pandemic restrictions
- It is estimated that King County has lost \$50million in revenue due to event cancellations during the pandemic
- King County Council has approved \$2million to support businesses who have losses associated with events
 - \$950k each to small and large festivals
 - \$100k for outreach/technical assistance (contract with WFEA)
- There are maximums that businesses may apply for: small orgs: \$10k, large: \$50k
- This funding could cover costs to implement vaccination verification procedures
- See attached slide deck for more information including eligibility criteria, funding goals, approved expenditures, etc.

Vaccination Requirements for Events (see attached slide deck)

Shannon Braddock, Deputy Chief of Staff for KC Executive Dow Constantine

- King County Health Order requires proof of vaccination to attend certain events and businesses
- Begins Monday, October 25
- Outdoor events with 500 people or more at one time
- Indoor recreational events or establishments
- Restaurants and Bars (if fewer than 12 seating capacity, Dec. 6 implementation)
- Identification is not required with vaccine verification
- Alternative: negative PCR COVID-19 test within last 3 days or rapid test provided at event by qualified testing provider (example CUE) (home test does not qualify)
- Toolkit available
- Recommend encouraging attendees to be vaccinated through messaging, even if verification is not required for the specific event

Discussion

Seattle Center – What about events that don't have define perimeters or fencing? Adding fencing may be prohibitive to most cultural/community events, effectively forcing them to cancel

WSLCB – A gray area, venue/producer and permitting agency (City) will have to make some judgement calls; if there is a static gathering of 500 or more people (for more than 10 minutes), vax verification is required; will not be required for fluid and moving events, such as street fairs

WSLCB – We have to assume good intent from most people as there are ways to subterfuge the processes

Applications Review / Discussion

Event: Downtown Seattle Tree Lighting & Fireworks
Date(s): Friday, November 26, 2021
Location: Westlake Plaza and downtown
Organizer(s): Libby Dover

Event Notes:

- Working with several stakeholders – Westlake Center owners, Macy's building owners, Amazon (building tenant), Downtown Seattle Association

- Generally, crowds gather only for the tree lighting and fireworks, around 5:00PM
- There is not one stage or focal point, entertainment pops up throughout the day
- 12:00-4:30pm: Holiday music from Westlake Balcony
- 4:30pm: large moving lights (snowflake images, etc) from balcony signals ceremony will begin soon
- Snow, Santa and friends, live music, count down to tree lighting, light Westlake Park, light star, fireworks show
- Entire program is approximately 15-20 minutes and then people disperse
- Wednesday night: lighting testing with street closure Pine St between 4th Ave and 5th Ave to prevent driver distraction
- Friday: Pine St closed 8am-6pm for peds only; fire exclusion zone closes around 3-3:30pm, at orders of SPD/SFD, other streets close as required; will have security staff to assist
- 6:00am: Pyro load-in
- Will encourage vaccinations in messaging, will require masks and provide for those who need one; no borders/fencing for event so not a way to verify vaccinations
- For general public safety, fencing is not preferred

Committee Discussion:

Parks – Will need to secure a Park Use permit for the event; please submit application

SDOT – Plan similar to 2019; please submit additional maps; concerns for SPD staffing (Apple Cup is the same day); will need to re-think plan if SPD staffing is not available

SPD (Traffic) – Agreed that usual plan will need to be revised as staffing availability is confirmed

Metro – No concerns at this time

Fire Prevention – Have met to discuss fireworks, only concern is that UPO staffing is required to enforce exclusion zone per Seattle Fire Code, cannot approve without

Mayor's Office – Messaging regarding masks and vaccinations is important to help public feel safe attending event

Event: New Year's at the Needle
Date(s): Friday, December 31, 2021
Location: Seattle Center
Organizer(s): David Doxtater, Karen Olson, Kristen McVeigh

Event Notes:

- Load in a few days before
- Erect fencing for exclusion zone with gates/pass-throughs that close for show
- Set up a control center on grounds
- Work with Seattle Center for security and safety measures
- Hire about 60 staff from Landmark Security
- King-TV will be onsite for broadcast that starts at approximately 11:35pm
- Countdown mode includes music and then fireworks show and lighting component, approximately 8-10 minutes
- Likely will be a virtual show broadcast as a compliment, no physical footprint
- This year will be de-emphasizing in-person attendance in favor of watching on TV with augmented reality and special features, will not host any parties
- Street closure (Broad St) begins approximately 11:00-11:30PM, timing TBD by SPD
- Crowd flow
 - People may arrive as early as 7PM, usually attending WinterFest activities on campus
 - Flow increases steadily beginning around 9PM
 - Crowd has gathered around 10:30-11:00PM on Broad St side and campus side, stand until

show complete

Committee Discussion:

SPD (Traffic) – Similar plan to previous years; procedure is to ask for volunteers for staffing, if not enough, request additional officers via SPOC

SDOT – Plan includes a pretty extensive plan for no-parking and Metro re-routes, will share the plan for comments from Metro, SPD, and organizers

Metro – Will review plan and make service adjustments as needed

SFD – No issues, expect to meet regarding logistics in a month or so

Seattle Center – Previously Metro has staged buses on 5th Ave for crowd dispersal; Seattle Center is working through how to control areas like the Armory – may close as vaccination verification would be daunting and cost-prohibitive; planning to have fewer activities available on campus to discourage people coming early; there will be a performance that evening at McCaw Hall, no Climate Pledge Arena events scheduled at this time

COVID-19 Vaccination and Negative Test Verification Plan Guidelines

Overview

- A written plan will be required to accompany Special Event Permit applications from events that meet qualifications in the King County Health Order for vaccination verification
- Special Events Office staff and committee members have worked to develop a guidelines document for use by event organizers
- Guidance document includes:
 - Intro: criteria for vaccination verification requirements and provides general information
 - Event layout diagram: expands on existing requirements for diagrams/maps to include information specific to verification
 - Written plan: Requires identified staff for verification, tools for proof/verification and on-site testing, crowd management, communication plan for advanced and day-of messaging
 - Resources list

Discussion

Seattle Center - Event layout section implies that a perimeter/fencing is required; recommend updating to note that an alternative to perimeter/fencing may be acceptable

Parks – Would expect questions on whether fencing is always required; also expect to be asked for example plans

SFD – It would be helpful to have a clear definition of “static crowd”

DON – Written comments from DON staff:

- (Intro) If they are using this form after October 25, we think it makes sense to change “will be” to “are” in the first sentence so it reads: “...people ages 12 and older are required to show proof of full COVID-19 vaccination or a negative test result...”
- (Intro) In the grey box on page 1 under the bullet points, consider rewording to say, “If your event meets one of the above thresholds...”
- On page 2, can the King County Vaccination Verification Order Toolkit be linked on the top of the page where it’s first mentioned or it could say (linked below)? We know it’s linked at the bottom.
- Would it make sense to note in the Communication Plan section of the CVVF that this is separate from the Neighborhood Communication Plan required for all Special Events that go through the permitting process?
- Can a direct contact be provided in case event organizers have questions about the CVVF?

MO – All events will continue to be under mask mandate. Can we require that all events include in messaging?

**King County
Creative
Presentation
to Special
Event
Committee
10/14/21**

**King County Festival &
Event Restart Fund**

**Kate Becker, King County
Creative Economy &
Recovery Director**

WHY EVENT & FESTIVAL RELIEF?

Large events restricted from operating for >15 months by government directive

Since March 2020, at least 700 events and festivals have been canceled or postponed in King County

These events and festivals are at the heart of culture, economy, tourism and regional vibrancy

Employ thousands of artists, culture bearers, and event professionals, including union crews

Contract with numerous King County small business vendors

WFEA estimates King County lost \$50M in economic impact due to event and festival cancellation in 2020 & 2021

King County Festival & Event Restart Fund

ARPA passed by Congress; signed into law by President Biden on 3/11/21

Funding transmitted by Executive Constantine on 3/24/21

Approved by King County Council on 5/25/21

Eligibility requirements issued by Dept. of Treasury

Hired grants managers and eligibility specialists

Application process launched 10/11/21

King County Event & Festival Fund Administration Plan



King County has a dedicated team focused on administering this fund and other ARPA funds



King County Executive and Council priority and Performance, Strategy & Budget Office is administering



Input from event and festival producers taken into consideration; Consultants and attorneys advising



Creative Economy Grants Manager: Rebecca Clark



Creative Economy & Recovery Director: Kate Becker



External organization that is very event and festival savvy will help market and administer this fund

THE TEXT

- On May 25, 2021, King County Council passed Ordinance 19289, amending the original biennial budget, and authorizing “reasonable and necessary expenditures necessary to prevent, prepare for, mitigate against and respond to COVID-19 and incurred due to the COVID-19 public health emergency funding.” The Ordinance includes an allocation of \$2,000,000.00, for the King County Executive Office and the Office of Performance, Strategy and Budget for a new initiative to restart King County events and festivals.
- The intent of this funding is to address the needs of event and festival producers seeking to reestablish community activities, events, festivals, and celebrations. King County desires events and festivals to resume, bringing community back together in a safe and compliant environment, while engaging residents and tourists throughout the County, and employing event workers, working creatives, and culture bearers.

ELIGIBILITY LANGUAGE

- The program will **reimburse** costs incurred by event and festival producers to reestablish, reinstate, and reopen King County cultural and community festivities related to COVID-19 mitigation challenges and evolving public health guidelines. This funding supports economic recovery due to ***revenue loss from COVID-19 impacts*** in the events and festivals sector. Funds will be used *to aid the tourism, travel, and hospitality* industry, specifically, the event and festival producers in nonprofit and local government areas.

ELIGIBILITY CRITERIA

Event & festival producers will qualify based on the business interruption impacts to their production history

Producers in the for profit, nonprofit and local government can qualify

Eligibility will be established by comparing reported revenue from the last event or festival produced relative to revenues in 2020 and/or 2021

Producers must show a business interruption loss in order to qualify

EVENT & FESTIVAL FUNDING GOALS

Award

Award revenue to festival and event industries impacted by the COVID-19 pandemic,

Provide

Provide a safe and flexible environment for those operating, working, and attending the festivals and events in King County and,

Support

Support job creation and economic recovery for small business vendors and cultural organizations prohibited by state order from doing business since March 13, 2020.

APPROVED EXPENDITURES MAY INCLUDE:

- Hiring/rehiring of contractors and staff, including COVID-19 Safety Officers.
- Implementation of event and festival COVID-19 safety protocols in compliance with current government restrictions.
- Contracting with vendors to activate appropriately managed events and festivals.
- Events canceled due to a resurgence of outbreaks
- Audience reluctance/hesitancy to return to a group setting
- Other unforeseen issues related to the COVID-19 pandemic.
- Support for marketing campaign to allow event and festival producers to effectively communicate COVID-19 safety protocols and plans to participants.
- Business interruption losses experienced in 2020 and 2021 because of the COVID-19 pandemic that have not been covered by other assistance from any source for the same purpose.

GRANT AWARD SIZES WILL VARY

Open now; Closes 11/11/21

- The funding amount of each award will be determined based on the total number of applications received, the total amount requested by applicants, and the application score determined by a review panel. Grant awards will also be based on revenue losses due to COVID, demonstrated in gross revenue reported in 2019 and 2020 Form 990s or Form 1040s for each organization.
- This program consists of two categories of grants, to be awarded competitively:
- **Large festivals and events** – Events characterized as having an annual operating budget of \$250,000 and more. Applicants in this category can request award amounts of up to \$50,000. A total of \$950,000 will be awarded to events and festivals in this category, with an average award size of \$25,000.
- **Small festivals and events** – Events characterized as having an operating budget under \$250,000. Applicants in this category can request award amounts up to \$10,000. A total of \$950,000 will be awarded to events and festivals in this category.

TIME ALLOTMENTS & CONSTRAINTS

- King County Events & Festival fund recipients may only use funds for costs incurred during the period beginning March 3, 2021, and ending December 31, 2024.
- A cost is considered “incurred” for these purposes if the recipient has incurred an obligation with respect to such cost, such as a purchase order or contract, by December 31, 2024. Recipients may continue to expend funds to cover such obligations through December 31, 2026.

WHO DOES NOT QUALIFY FOR THESE FUNDS?

Productions that lack in-person face-to-face community contact

Events with other federal ARPA funding for the same purpose or use such as:

- Farmers' Markets
- Food Drives
- Health Fairs
- Religious Events
- Business meetings & conferences that include events

KING COUNTY CONTACTS

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Andrea Greenstein, King County Economic Recovery Project Manager
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Office of King County Executive Dow Constantine

REVIVE & THRIVE
Together



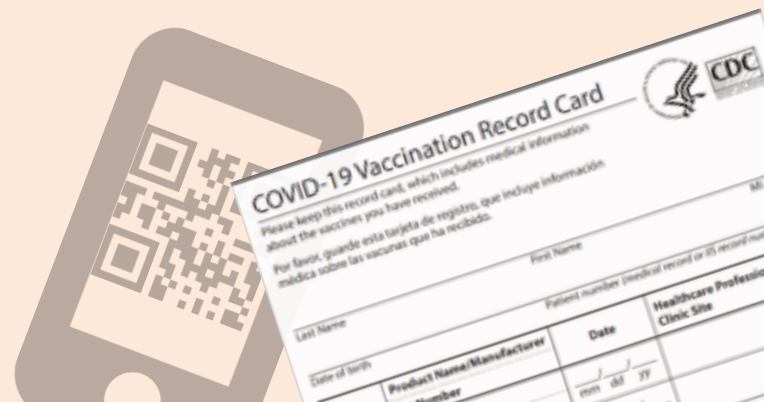
King County



King County Local Health Officer Order

Large public events, indoor recreational establishments, gyms, restaurants, and bars must require customers to show proof of vaccination or negative test.

September 16, 2021



Beginning October 25:

Customers will be required to show proof of COVID - 19 vaccination or negative test to enter:

- **Outdoor events** with 500 people or more (including professional and collegiate sports and entertainment events)
- **Indoor recreational events or establishments** (including professional and collegiate sports, entertainment, performing arts, theatre, live music, gyms and conferences)
- **Restaurants and bars** (including indoor dining). This does not apply to outdoor dining, take-out customers, and places that aren't primarily used as a restaurant such as grocery stores.

This does not apply to children under 12

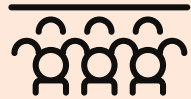
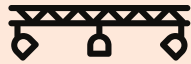


Examples of events:

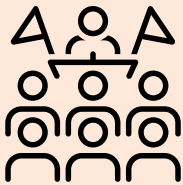
Outdoor



Professional sports
with 500+ people

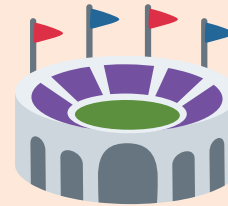


Entertainment
with 500+ people



Convention
with 500+ people

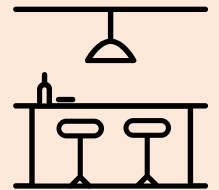
Indoor



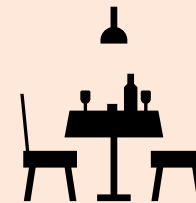
Professional sports
regardless of size



Entertainment
regardless of size



Bars
regardless of
size



Restaurants
with more than 12
seating capacity

Beginning December 6:

Customers will be required to show proof of COVID-19
vaccination or negative test to enter:

- Restaurants and bars with seating capacity of 12 or less



What is considered proof of vaccination?

- A CDC Vaccine card or photo of vaccine card
- Documentation from medical record / vaccine provider
- Proof of vaccination from another state or country
- Mobile apps from healthcare providers (approved by WA Department of Health)
- Printed certificate or QR code (available at the end of September) from MyIRMobile.com

You do not need to show identification
with proof of vaccination.

What is MyIR Mobile?

MyIR Mobile is an internet - based portal that gives people access to their official state vaccination records.

You can set up an account at:

www.MyIRMobility.com

MyIR Mobile is currently limited to English language only. For language assistance, or additional help getting your records, call the Washington State Vaccine Helpline at (833) 829-4357 or email waisrecords@doh.wa.gov

If you are unvaccinated or cannot prove vaccine status, then you must:

- show proof of a negative PCR COVID-19 test in the last 72 hours,

OR

- a negative rapid test result from a testing provider conducted on site at an event or establishment just prior to entry.



For more information visit
kingcounty.gov/verify

Public Health
Seattle & King County

