

Special Events Committee Meeting Minutes
March 14, 2018
Seattle Municipal Tower, Floor 40, Room 4050/4060

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Lisa Fraser	Citizen Representative
	Monisha Singh	Citizen Representative
Department of Construction & Inspections	James Dasher	DCI Noise Abatement
Finance and Administrative Services	Kim Brady	FAS
King County Metro Transit	Glenn Bartolome	Metro
Parks and Recreation	Kyle Griggs	Parks
Seattle-King County Health Department	Rosemary Byrne	Health
Seattle Center	Lance Miller	Seattle Center
Seattle Department of Transportation	Kate Leitch	SDOT
Seattle Fire Department	Doug Smart	FMO
Seattle Police Department	Lt. Tom Yoon	SPD
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Julie Borden	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Jim Martinez	WSLCB

Additional Attendees:

Sam Stork – DON, Jim Moore – Sound Transit, Suzanne Allbee – Visit Seattle, Joe Vryhof – Ram Racing, Mel Blakey – Medalist Sports, Stephanie Yankeh – Fred Hutch, Andrea Morrison – Fred Hutch, Bob Bowman – Medalist Sports, Sean Thurman – Medalist Sports, Beth Goldfinger – Elysian Brewing, Leegha Bone – Elysian Brewing

Note: As always, these are "raw minutes notes" based on the discussion of the 3/14/2018 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

DATE	EVENT
2/24	Mardi Gras Mayhem 5K
3/1, 4	Sounders FC March to the Match <ul style="list-style-type: none"> - Marches went fine - LA team brought their own contingent group; March started at 1st and Edgar and marched a different route; Unpermitted, caught SPD by surprise
3/3	Save Ghouta
3/4	Hot Chocolate 15K/5K <ul style="list-style-type: none"> - Event was great, very smooth, streets opened up on time, no noise complaints - Attendance high around 11,000 participants

3/6, 8	Seattle Symphony Link Up for Students
3/8	<p>All Hands</p> <ul style="list-style-type: none"> - Issues with charter bus company on Seattle Center campus; Seattle Center allowed buses on campus to help with traffic on the streets; Charter buses were not following proper route or guidance; Seattle Center will address issues if they allow charter buses on campus - Allowing charter buses on campus helped with congestion around campus
3/8	<p>Hamilton Student Matinees</p> <ul style="list-style-type: none"> - Media coverage - In fall metro will be out of the tunnel and metro buses will be parked on the streets around Paramount and Convention Center; Additional staging options will need to be identified for large matinees - METRO to send info about buses coming out of the tunnel to get conversation started with the Paramount and Convention Center
3/9	Seattle Symphony Friday Matinees, Masterworks series
3/10	<p>Sodo Flea</p> <ul style="list-style-type: none"> - Organizers did not order port-a-potties and relied on related businesses to provide facilities - Starbucks was concerned about access to garage; Late notifications done - Vendors were on both 1st Ave and Utah this month - Subcommittee will be scheduled with organizers and will include DON, SODO BIA, SDOT, and SE
3/10	<p>Tibet Uprising Against China</p> <ul style="list-style-type: none"> - Event has grown and SPD assigned a bike squad to event - SPD reported that participants spilled out into the streets

Applications Review / Discussion

Event: World Vision Global 6K for Water
Date(s): Saturday May 18, 2018
Location: Gas Works Park and Burke Gilman Trail
Organizer(s): Joe Vryhof

Event Notes:

- Ram Racing is taking over event for 2018 event; Ram Racing is a Chicago based company
- World Vision has a few events happening around the country; Chicago World Vision event has been happening for the last 5 years; Third year event in Seattle
- Same set up as 2017 event; Organizers have concerns for an out and back course
- 1,500 cap registrations; Expecting around 1,000 participants; Organizers will run in waves depending on attendance
- 9:00am race start
- Organizers requesting to move start/finish to the south side of the park; Post race area will be in the middle area of the park; 2017 event was very rainy and muddy; Organizers looking at ways to avoid this for 2018
- Organizers would like jumbotron at event; Requesting to bring jumbotron stationed on a trailer into park for 2018 event; Looking for guidance on placement of trailer

Committee Discussion:

Chair – Pending input from SDOT, SE and Parks attendance may need to cap depending on impact; 2017 event was capped at 800 – SE and organizers will need to revisit attendance numbers; Committee will

connect organizers with SPD for street crossing

DON – Notification is required; look at notification template in the Special Events handbook online to see requirements for notifications; Cascade Bike Blogs and other local bike blogs will need to be notified about use of trail; Signage to be placed along trail for notification ahead of event

SDOT – Requiring organizers to run in waves depending on attendance will create some gaps along the route for cross overs

PARKS – Moving the start/finish line setup to the south end by the park will require organizers to maintain public access since that is the only east/west access to the park; Jumbotron will need to have plywood and support under the trailer to be placed in the park; No digging or staking in the park is allowed - only free weights; Field may be irrigated so we will need to map out placement of sprinkler system so no damage is done at the park; Play area will still likely be under construction during event; Parking lot at Gas Works Park may not be blocked off for VIP parking or reserved parking, parking can be reserved for specific needs (e.g., load in/load out); Organizers will need to work with private lots, churches, schools, etc. for additional parking

SDCI – Temporary noise variance will be needed for noise before 9am; Submit temporary noise variance application through the online Special Event website

FAS – Organizers will use the same vendors at Hot Chocolate Run; FAS will pull that list of vendors

FMO – Continue conversations with Medic; Working directly with them to see if they can accommodate or they will need to sub it out to a 3rd party

Event: Obliteride
Date(s): Friday – Saturday August 10-11, 2018
Location: Gas Works Park, South Lake Union
Organizer(s): Mel Blakey, Stephanie Yankeh, Andrea Morrison, Bob Bowman, Sean Thurman

Event Notes:

- 6th year of event; 3 main changes for 2018 event
 - Friday – Saturday event (2 days)
 - Saturday will have rides 25, 50 and 100 mile ride and addition of a 5K walk
 - Event is not starting at Fred Hutch but instead at University of Washington
- Layout at Gas Work Park has expanded to help create a buffer and some extra room for participants
- New addition of a 5K will include families, survivors, etc; Organizers are looking to include a different audience
- New UW start line allows event to avoid and lessen impact to SLU neighborhood; No SLU street closures
- All rides (25, 50, 100 miles) will start at UW and will leave on the same route; Southbound lanes of Montlake will have rolling closures to Lake Washington Blvd, then rules of the road
- SPD will escort riders at the start of the race until identified point along route and then riders will follow rules of the road
- 100 mile only is using Elliott Bay trail inbound route now crossing King St to Dearborn to use I5 trail to Gas Works Park (right on King, left on 2nd, right on Jackson, right on 6th, left on Dearborn, Hiawatha, to I5 trail) – all rules of the road, not expecting a big group of riders
- I90 overlook, then back to Lake Washington Blvd, left on Boyer to Furman
- 5K will start at UW; Route will take Walla Walla, onto overpass, to Burke Gilman Trail to Gas Works Park
- Same notification plan as year past but in different neighborhoods
- Parking will be available at UW campus; Drop off area will be identified for those not parking

Committee Discussion:

SDOT – Keep in mind S Jackson St has street car and street car tracks; CID construction will be an issue for the route – S Jackson St is closed westbound between 1st and 2nd; Center City Connector construction is done in stages and should be north of Madison by the summer; SDOT and SPD will need to look at Fremont closure on 35th to address some of the confusion with the cone lane and traffic lane that was in place for 2017 event

METRO – The right turn onto S Jackson St has the street car tracks, grates, and other tracks; Safety for riders is a concern

Chair – Other major events happening this same weekend include August Sub Pop 30th Anniversary Concert at Alki Beach, and Aug 10 is Pearl Jam concert at Safeco Field; Harbor Ave and Alki Ave will not be available on August 11 because of the Sub Pop event

Sound Transit – There is a limit of 4 bikes per car with Sound Transit operating 3 car- trains; 12 bikes total per train; 12min frequencies that early in the morning; Proper messaging should be in place to participants

WSLCB – With organizer looking to have “walk around” liquor area as was authorized in 2017, WSLCB will need to work internally and with the City of Seattle on considering permissions; SE will contact City Attorney Office to review request

SDCI – Notification should include impacts along Lake Washington Blvd

SPU – Reminder of use of compostable utensils, restrictions going into effect in June

Public Health – Proper permits will be needed for the catering on Friday and Saturday; Friday night opening celebration will be catering from Tom Douglas and TNT catering for Friday volunteers and all participants on Saturday

FMO – Proper permits will be needed for the tents; Vendors cooking with open flame will need proper permits, extinguishers, hard copy of permit at event; Please provide a map of beer garden showing scaled dimensions and emergency exits

FAS – Will reach out a month before event for vendor list

SE – Public Safety and Event Management Plan (PSEMP) and Insurance documents are due 45 days prior to event; SE will organize a subcommittee meeting with proper agents in May or June

Event: Elysian Pride Event
Date(s): Saturday June 23, 2018
Location: Capitol Hill
Organizer(s): Beth Goldfinger, Leegha Bone

Event Notes

- Saturday 6/23 12pm-10pm; New Event Proposal
- Elysian Brewing is the official beer sponsor of Seattle Pride; 2017 Created a beer in collaboration with Seattle Out & Proud called Glitter is Pride Ale; 2017 organizers hosted release party and participated at Seattle Pride Parade and Volunteer Park Parade Festival
- Proposing street closure of 13th Ave in front of the building, halfway between E Pike St and E Madison St
- Fencing would be set up on 13th Ave starting from E Pike St; Security will be posted on either sides; Rollaway gates will be used to allow 20ft fire lane
- Fenced outdoor street and lot area will be the beer garden
- Will have stage with band and DJ will end at 10pm
- Entrance fee will be a suggested donation with donations going to Seattle Out & Proud
- Organizers will have personal security staged at the entrance, exit, and within event

Committee Discussion:

Chair - Keep in mind of queuing for your event; Cuff looking to extend event to Saturday so both events will be in close proximities and this might affect flow of people and traffic

SDOT – As long as the sidewalk remains opens on the east side then signage can be used to direct pedestrians to the other side

Metro – Bus service is not running in the area; Live trolley bus wire on 13th Ave will need to have a 10ft clearance from event setup

WSLCB – Contact office to extend service into the fenced area

FMO – Require to-scale dimension diagram of outside beer garden area showing emergency exits to be submitted, FMO will calculate occupancy load based on diagram; One challenge is a 20ft fire lane on 13th Ave; Roll away fencing would be best to use and no set up – chairs, tables, etc. is allowed in the 20ft fire lane but people can still stand around

FAS – Will follow up with email a month before event for vendor list; \$10 cover for beer garden will fall under admission tax and organizers will need to report revenue