

Special Events Committee Meeting Minutes
May 9, 2018
Seattle Municipal Tower, Floor 16, Room 1600

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Tom Anderson	Citizen Representative
	Lisa Fraser	Citizen Representative
	Oliver Little	Citizen Representative
	Monisha Singh	Citizen Representative
Department of Construction & Inspections	Anthony Jagow	DCI Noise Abatement
Finance and Administrative Services	Kim Brady	FAS
King County Metro Transit	Glenn Bartolome	Metro
Seattle Center	Lance Miller	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Tom Heun	FMO
Seattle Police Department	Lt. Bryan Clenna	Police
	Lt. Phillip Hay	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Tim Thompson	WSLCB

Additional Attendees:

A/C Eric Greening, Sgt. Tony Bailey, Samantha Stork – DON, Carl Bergquist – Parks, Jim Moore – Sound Transit, Katie Willis – Visit Seattle, Ken Neafey – OEM, Erica Snow – CRG Events, Jesiah Wurtz – Othello Block Party, Michael Kindelan – Othello Block Party, Gloria Connor – Ville/Connors and Co, Marissa Nomi – Ville/Connors and Co, Charity Maniville – Ville, Mason Sherry – STG, Martin Sepulveda – STG, Lisa Nielson – Parks, Max Fields – Seattle IT

Note: As always, these are "raw minutes notes" based on the discussion of the 5/9/18 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

Post-Event Comments:

[Event Dates: 4/11/2018 through 5/8/2018]

DATE	EVENT
Apr 14	Sodo Flea
Apr 14	Laos New Year
Apr 14	March for Science Seattle <ul style="list-style-type: none"> • No issues • A few hundred participants this year; Less than 2017 event
Apr 20	We Won't Be Next – Student Walkout
Apr 21	The Tenacious Ten Presented by Oiselle

	<ul style="list-style-type: none"> • Neighborhood complaint near Lake union park with access issues • About 1,500 participants • Subcommittee meeting will be scheduled
Apr 21	Healthy Kids Day
Apr 22, May 5	Sounders FC March to the Match
Apr 22	<p>Celebrate Israel at 70</p> <ul style="list-style-type: none"> • Event went fine; About 7 to 9 protestors across the street of event • Robustly staffed by SPD; Process could be helped; Organizers asked for more staffing and bomb squads for event • Organizers requested bomb sweeps just one officer; SPD does not assign just one – SPD will need to talk with bomb squad for their internal process
Apr 27	BFA Exhibitor Public Opening - Cornish
Apr 28	Green Lake Food Walk
Apr 29	Top Pot Doughnut Dash
May 1	<p>Annual May 1st Immigrant and Workers Rights March and Rally</p> <ul style="list-style-type: none"> • Permit was issued; Organizers followed the course that was approved by the committee • Staging was done in the park; Some tentsbut mostly on the sidewalks with the different groups • Metro had SPOC reached at the last minute asking if Metro would be providing buses to transport participants back to the park; They were able to accommodate; In the future Metro needs 3 days minimum
May 3	<p>We Day Seattle</p> <ul style="list-style-type: none"> • Buses worked well • Show ended 30 mins early so it allowed buses to flow easily; Buses were off of campus in 1 hour • SE to reach out to organizers about location for future events
May 5	<p>Fiesta 5K Ole</p> <ul style="list-style-type: none"> • E precinct will need to upstaff next year; 2 officers this year, requesting 4 for next year
May 5	<p>March of Dimes- March for Babies Greater Puget Sound</p> <ul style="list-style-type: none"> • Started 20 mins late • SDOT requesting if could turn at University St instead of Seneca St because of the construction at Rainier Sq. • SDOT and SE will look at route for future events and make changes to standard route; start lines will need to be adjusted; SC would like to think long term because Key arena construction will also impact
May 5	UW Rowing - Windermere Cup Opening Day Regatta
May 5	<p>5 DE MAYO (Tacos Guaymas)</p> <ul style="list-style-type: none"> • New owner of restaurant • FMO had a problems with the set up inside of street closures; had to come inspect 3 times • Schedule meeting with organizers for next year since they are new and had some issues • FAS and City Labor office had issues with organizers; FAS revoked business license, waiting to hear back from organizers; they have

	<p>30 days to appeal</p> <ul style="list-style-type: none"> List of vendors was given to FAS on time
May 5	<p>Cannabis Freedom March</p> <ul style="list-style-type: none"> 25 total marchers Took the shorter proposed route SDOT would like to explore idea of using sidewalks for future events Parked in Westlake park; Closed access to some food trucks – Parks will look into it
May 5	<p>Opening Day of Boating Season Parade</p> <ul style="list-style-type: none"> Timing issues with the bridge tender; Bridge did not come down on planned time
May 5	<p>Nordic Museum Grand Opening Ribbon Cutting Ceremony</p> <ul style="list-style-type: none"> Worked out well; Did not end up closing Market St
May 5	<p>South Lake Union Saturday Market</p>
May 6	<p>WWII Immortal Regiment Memorial Walk</p> <ul style="list-style-type: none"> SPD went ok Stalled at Broad St.; Some confusion and participants were not sure where they had to go to enter Seattle Center About the same number of participants as previous event In meeting organizers were going to reach out to Pacific Science Center to use their driveway; SC not sure if they talked to Pacific Science Center
May 6	<p>Mobile Food Rodeo - Taco Libre</p> <ul style="list-style-type: none"> FMO one of the best Ryan and Jerry events that the FMO had seen

Applications Review / Discussion

Event: Night: Night Out for the Parks
Date(s): Thursday July 26, 2018
Location: Don Armeni Park
Organizer(s): Eric Snow

Event Notes:

- Event Date: July 26th
- Don Armeni Park; 7:00pm – 11:00pm
- Proceeds benefit Seattle Parks Foundation
- Aiming for 1,100 guests; Not open to the public; Large range of attendees – families, adults, etc
- Purpose of the event comes from people that wants to celebrate Seattle, come together and have an organized picnic
- Everyone will bring their own food, liquor, etc; Fenced in enclosure so will obtain banquet permit for participants to bring in their own alcohol
- Picking people up around the city; Buses will leave Seattle around 7pm to Don Armeni Park in West Seattle; Anticipating buses will arrive between 7- 7:30pm
 - 3 Transportation locations; Location already have bus zones (tour bus zones); Working with Steward Transportation
 - Pick up locations – (SODO) Occidental Ave South: South of Edgar Martinez Drive S, (Capitol Hill) 12th Ave between Spring and E Marion St, (Fremont) 3401 Evanston Ave N
- Plan is to use Lyft and Uber to get people home at their own time; Taxis will be called in to be pre-staged
- Venue Floor plan has been approved by the FMO; The layout inside of the venue has changed to

have stages face out to the water

- Private security will be placed at openings of fenced area and additional roving inside of event
- Public Safety plan in place and similar to plan put in place for private event at Gas Works Park in 2017
- Fire Permit to be submitted in the next few weeks to permit candles and sparkles;

Committee Discussion:

SE – Inquires about fireworks, transportation, notification, noise abatement

Organizer – Not large fireworks, only sparklers and candles; have applied for FMO ceremony permit

FMO – Sparklers are used for religious ceremonies and weddings; FMO will ask if it is for a ceremony – if not, they will need to go through the full fireworks permit process; FMO will follow up with organizers

SPD – Uber, Lyft, and pre-staged taxi queuing is planned to be in front of the park; No partnership with a specific ride share company, organizers not sure yet if they will partner since haven't seen a lot of success with promo codes; SPD worried not a lot of space in front of the park

Parks – Uber and Lyft could stage in the parking lot; if Uber and Lyft could have the pin inside the park, then it will help alleviate some of the issues with ride share cars stopping in the middle of the street; Requesting to find a way to angle SW speaker towards the water; As it is now, it is going a little towards the residence area; If fencing is left up overnight, security would be needed for security

SDCI – Confirming 2 speakers next to the stage will be on after 10pm; The other speakers will be off at 10pm; Concerns arise with the noise that might come from the load out of event; If the parking lot opens up then organizers could load out in the lot and fencing could be taken down the next morning; Notification will be key for the event, suggests doing a third notification letter closer to event (60-days out, 30-days out, and week of event); SDCI will review the TNV submitted

WSLCB – Some issues with a banquet permit; Not sure if a banquet permit would be the option for this event; WSLCB will touch base with organizer directly

DON – The neighborhood is very sensitive; Will work with organizers to get information and contacts for neighborhood contacts; Will work with organizers to get them in touch with key neighborhood groups

Citizen Representative (1) – Fremont and Capitol Hill will also have traffic for drop off to the bus zones; 200 cars in each bus location is significant and would be something to plan for; Organizers will have a window of time for participants to meet the buses and will encourage car pool

Citizen Representative (2) – Who are the intended guests – organic growth, friends of friends who already would put on smaller events; public but not able to walk up and purchase tickets

SDOT - Capitol Hill and Fremont are dense neighborhoods with only residence parking; SODO has a little more space with Safeco Garage nearby; Will look into reserving the spots in each area, will need 4 to 6 spots; The reserved street parking and required signs will be within the Special Events permit; If can use the lot at Don Armeni park for ride shares and bus unloading, that will mitigate some of the problems on Harbor Ave; SDOT asking for transportation route and plan from Steward Transportation to see how they will leave West Seattle; A lot of RVs in the area and if they do show up, they are hard to move, this could become an issue

FAS – Organizers will need to provide Seattle Business License numbers for Staff Pro and Stewart Transportation; They currently provided state tax numbers on application

Citizen Representative (3) – are you inviting people from West Seattle? – they would be asked to meet the bus at wither Fremont, Capitol Hill or SODO even if they live in West Seattle

Chair – Work with DON to build communication plan; Communication with the neighbors and neighborhood is critical; Recommend working with WS Blog; neighbors impacted by high general activity throughout summer

Event: Othello Block Party
Date(s): July 28, 2018
Location: Near Othello Light Rail Station
Organizer(s): Jesiah Wurtz, Michael Kindelan

Event Notes:

- Small block party by the neighborhood for the neighborhood
- Artists to share their work with the neighborhood (performance, arts, music, vendors)
- Working on confirming a fiscal sponsor for event – sponsor will help to get insurance for event too
- Event hours - 12pm to 10pm
- Requested street closures - 9am to 11pm

Committee Discussion:

SPD – closing 42nd Ave S is a cul de sac to dead end; There is an apartment building that could have access issues; Organizers does not see event large enough and/or see any safety concerns that would need SPD present during event

Metro – No issues with proposed closure; Event will be off of Sound Transit plaza

SPU – Would like to see plan for recycling and waste; Organizers working with Cleanscapes; Cleanscapes drop off bins but organizers are in charge of taking it out during the day, volunteers will be doing the post event clean up

FAS – Part of the application of vendors should have applicant name, email, business, and Seattle business license number

SDCI – Amplified sound will need to stop at 10pm; Organizers know the new apartment complex is nearby with t 30% occupancy; Neighborhood notification should be done to property manger for residential, for King Square all businesses should know

WSLCB – If any business or businesses would like extended services, work with WSLCB for permit; Café Red is already licensed to serve inside of venue

DON – Let neighbors know about event and invite them; Reach out if additional neighborhood contacts are needed

Citizen Representative – Keep in mind small businesses and vending on the street since there are fees involved; Organizers are working with many mom and pop shops and small businesses; Organizers are planning to put out a neighborhood guide with restaurants, shops, etc. for participants to take

Citizen Representative – The event date is during Torchlight; Othello station could see increased ridership, keep in mind to keep the area of event cleaned up

SDOT – King Square access will need to be maintained; King Square only had pedestrian access on that side and have their main parking lot is on MLK; Assembly 118 has entry to a small parking lot on side of the closure; Organizers will check with them to see if that entrance will be ok to be closed for that day; SDOT will create a TCP for event, street closure signs will need to be by a private vendor

FMO –No staging or set up inside of the emergency access lane

Event: Othello International Festival
Date(s): Sunday August 12, 2018
Location: Othello Park
Organizer(s): Jordan Adams

Event Notes:

- Rainier Valley Heritage Festival and Othello International Festival usually happen on same weekend weekend, but due to construction and chamber decision they decided to combine events; No parade for 2018; Stationary parade floats/attractions will be set up in the park
- Rainier Heritage Festival is moving out of valley and into Othello Park
- Event is happen on Sunday – August 12, 2018
- 2017 Othello International Festival event had about 4,000 attendees
- 2018 Rainier Valley Heritage festival event had about 4,000-8,000 attendees
- Event is not in Columbia City anymore; Attendees from the neighborhood might decrease due to

new location

- Othello international festival is very neighborhood focused
- Street closures requested 8am-8pm; Event time 12pm – 6pm
- King County reached out and wanted to be a part of the festival and have presence in the park to have samples to pass out of their school lunches they provide; Organizers want to make sure all permits and requirements are met and is asking for guidance for food samples at events

Committee Discussion:

Parks – Submitted Parks Use Permit Application; Organizers have things in order with parks, working MOU for fees

WSLCB – Confirming no alcohol at event

DON – Official notifications will be sent to the neighborhood; Verbal notification and support from surrounding neighbors have been started; Rainier Valley Heritage Festival and Othello International Festival working together for Sunday event; Rainier Back to Beach Bash on Saturday, events will be able to co-exist together

SPD – Assuming no SPD for traffic control; Street closure signs should be enough; Dead end street and non arterial to allow local access only for the residence

SDOT – 45th street closure concerns; Residence access on the east side will be limited; Organizers plan to make the east side the fire lane; There is a turn around on the south side of 45th to help turn around cars that need access; Volunteers will be placed all day to help mitigate local traffic; Outreach needs to be done that includes street closures to the neighbors; Street closure signs and type 3 barricades at the street closures

FMO – Provide a list of vendor before event

SE - Requested information to be sent in email about King County food sampling and will pass to King Country Health, FAS, and other applicable agencies

Event: Pawsfest
Date(s): Sunday August 26, 2018
Location: Genesee Park
Organizer(s): Charity Mainville, Gloria Conners – conners and Co (logistics production company for onsite activation, security and safety) , Marissa Nomie

Event Notes:

- Event Date: Sunday August 26, Event time: 12pm – 7pm
- Taking over Genesee Park on the south side and the off leash dog park; Gated, ticketed, and restricted activity; Off leash dog park will be taken over by event
- Programming will include 4 bands throughout the day (folk music and alternative music); Last band going on 1.5 hour before closure; Running of the French bull dog, Puppy Stampede, Agility Course demonstration, events, beer garden, etc.
- Event will be done by 7pm to allow enough time for cleanup and tear down
- Expected attendance about 3,000 to 5,000; Event capacity at 5,000
- 18+ event; no children there due to liability of children with dogs; targeting millennium generation
- Pre-selling tickets for event; Low ticket price to allow accessibility for event
- Looking at 2 parking lots – one across the street and the parking lot inside of the park for staging, parking and use during event
- No street closures requested
- Fundraising for the local shelters in the area
- Fields booked out to event organizers during time of event
- Turnaround time for setup and cleanup will be quick; mobile stage allows easy clean up
- Organizers will reach out to see if there is taxi services for dogs that would want to partner with

event and will see if there are regulations for pets in rideshare cars

Committee Discussion:

SPD – Peak traffic expected from 3:30 – 6:30pm; Organizers are programming now and are in contact with other dog events in different cities to see peak attendance and times; SPD traffic may be needed for traffic control along Genesee; Will need to work with SDOT for reserving stalls; Secure officers for your event sooner rather than later; There is a proposed city event on that same day that will be resource heavy;

Amend applications to have officers present for traffic control; 6 officers and 1 Sargent

Metro – Placement of officers for traffic control will need to be key; Mostly residence streets around the park; Metro has route 50 in area, very small bus and it comes every 30 mins

FAS – All vendors need to have a Seattle business license; will work for FAS vendor list

SPU – Waste management plan needs to be put in place; Organizers are working with Recology will do plan; Based on attendance they will adjust the amount of bins needed; SPU will reach out if needed for signage, stickers, etc.

OEM – Clear messaging will need to be done to ensure event is 18+; Pawfest optics to turn away kids if they show up at event may not be good for event or neighborhood

Parks – Very unlikely they will close the parking lot for event; Playfields reserved for the event time, does not include set up or tear down

WSLCB – Gingers Pet Rescue, Pawfest and WSLCB to be in contact directly to talk about non-profit sponsorship for beer garden for this event

DON – Other big events happening in the city; DON will help identify neighborhoods who to connect with; Will check in to see if notifications will need to be translated into different languages; Make sure messaging is clear that ID are needed for the event, a lot of immigrant and refugee population in that neighborhood to be mindful

SDOT – No parking along the north side of park for food truck and access would be needed; Concerns with parking for the participants that drive in since the lots are first come, first serve; Concerns for the neighborhood impact since parking is mostly residential within the neighborhood

FMO – When completing PSEMP, reminder minimum of 4 crowd mangers per 1,000 attendees; Vendor list needed for event

Chair – Signage and notification should be done in advance for the off-leash dog park since dog park will be closed to the public for the day; Work with DON on notification to neighbors and dog park users; Reconsider all ages restrictions in terms of being neighborhood friendly

Event: Paramount 90th Anniversary
Date(s): June 23, 2018
Location: 9th Ave between Pine St and Pike St
Organizer(s): Martin Sepulveda – STG, Mason Sherry – STG

Event Notes:

- Martin in charge community outreach and programming; Mason in charge of logistics
- 90th anniversary of STG and the Paramount; Several events that represent the theatre – Hamilton, silent movies, and this event
- Building a stage on loading dock of the Paramount; 25 x 25 stage, street closure will have food trucks, tents and port-a-potties; Sound check of stage will be done after street closure
- Programming outside from at 5pm to 8pm; That will transition to inside of the Paramount; More bands inside of the paramount playing with Death Cab for Cutie as the headliner
- Will call will be opened 30 mins before show to help with queuing; Queuing always up Pine St.
- Crews will be outside tearing down staging while the bands will be playing inside; Street clear by 12am

Committee Discussion:

SPD – Sgt. Baily staffing - 2 officers 0600 to 2400 for traffic closures and control; 2 additional officers during the day for crowd control 1600 to 2330; Sgt. Baily will send in email to Special Events Office

Metro – 9th Ave active construction between Olive and Pine; Metro will avoid 9th Ave

Sound Transit – No impact to express streets

SPU – Have you reached out to the metropolitan improvement with DSA; They can help with the street cleaning and area cleaning; Organizers will reach out but also working with internal cleaning team and will have street cleaning after event

FAS – Please provide a list of food trucks for events

SDCI – No problems with the amplified sound within event; Set up and tear down of event stages will be a possible issue since on Saturday 9am is the construction starts; TNV may be needed for stage if they are starting before 9am; Organizers will touch base with staging vendors to see if set up will be before 9am

DON – Let us know if you need any contacts for residences

Citizen Representative – Will businesses on 9th Ave have access? Organizers will leave foot traffic open and will allow businesses affected to use Paramount load zones

SDOT – Business driveways on 9th and the parking garage for the convention center is a concern; Organizers are talking with Convention Center and talking to businesses in the area to maintain access; Organizers offers Paramount load zone for businesses affected by the closure

FMO – Provide a list of food vendors

Chair – Any officers staffed for the event will be billed through the Special Events Permit

Presentation: Bell St Blvd Park Events

Organizer(s): Lisa Nielson – Parks and Recreation, Downtown parks activation coordinator, Jane Savard – Belltown Community Council, Parks and Arts

Event Notes:

- Bell St Blvd Park is the City of Seattle’s first shared street project, establishing a new typology for streets as parks and open space; The Blvd was created with the intent to be park with programming
- Bell St. is unique space since in the middle of Belltown
- Working in collaboration with the City Department of Transportation (SDOT) as well as other applicable agencies, Parks & Rec transformed Bell Street from an auto-centric throughway into a shared community open space.
- Bell Street Park activates approximately 50 events each year from June through October
- Parks department is partnering with different groups to activate some of the parks downtown; Parks include Cascade Park, Hing Hay Park, Denny Park
- Partners help showcase community engagement within the park
- Bell street through 1st Ave through 5th Ave is an urban planning experiment; MOU with City Light, Public Utilities, Parks, SDOT and other city agencies
- In 2014 SDOT passed on permitting to Park with the exception of larger events
- Most of events happened on Bell St between 2nd Ave and 3rd Ave; Moving to different blocks on Bell St creates other are issues with Metro and Fire
- Organizers are looking for advice on the large events and how to notify and work together with the community
- Programming happens June – August
- Some programming includes Planos in The Park, Belltown Beats, Chalk Art and Music Festival, Artist Workshops, etc.
- Parks and Belltown Community Council are looking to increase activation during the week
- Parks is looking to have general permit from 6pm Friday to 6pm Sunday for activation, set up and tear down

Committee Discussion:

Metro

- For week days, the problem Metro has with set up before 5pm is that there are not a lot of buses that use Bell St (at least 1-2 routes) but will need to find a west bound transit options
- Metro needs bell street from 5th Ave to 3rd Ave; One route in particular connects light rail stations and other transit stations; Frequency about every 15mins
- When Metro (King County, Pierce County, Sound Transit) needs to be pushed off to other west bound streets it overloads the grids; Overloading the grid with buses just trying to start will cause gridlock
- In the past, late changes in time caused SDOT to detour, but the detour would affect the bus layover and their already standing locations; The detour did not allow metro to access layover locations
- Some consistency for updates on timing would be useful; There were some communication issues between groups; Starting set up earlier causes an issue with peak traffic metro transit
- Convention Pl. Stations, all the buses that are parked there will be coming out onto the surface streets; Metro will need to find additional parking for the buses

SDOT – Not aware of big roadway projects this summer like in 2017; All will be private construction that would cause a concern; In past Metro has been a big concern; Pushing Metro off Bell Street during peak hours before 6pm causes significant detours and backups

SPD – Notify West Precinct Operations of events planned for the park; SE will have list of events for permitted and non-permitted events in the park and will share; For the larger events, there will need to be planning done to allow crossing for the larger events

WSLCB – Cafes can extend to the event layout; Owners will need to call WSLCB and can work to extend the service

SE – Will send application for 2017 Dog-o-Week event to organizers for reference; Parks is taking over the event from COLA for 2018; SE will share event program with SEC

Presentation: Special Events Acella Presentation

Organizer(s): Max Fields – Seattle IT, Chris Swenson – Special Events Chair

Notes:

Max fields and Chris Swenson present “Aligning SE permitting with Accela” Powerpoint (attached)

- City of Seattle is in process of implementing Accela as primary permitting platform
- City permitting platforms including Hanson are being replaced with Acela – progressively being rolled out where permitting is needed; City currently looking to see if this is a suitable for Special Events process
- Special Events process works with City and external departments; Would like to find a way to share information collectively and centrally between departments
- Motivators for change – streamline and compress the permitting process; Improve collaboration within SEC; Improve communication between SEC and customers; Improve traceability for after action and event debriefs; Decrease data entry; Improve confidence in promoting public safety
- Eventually would like to make it easier for reoccurring events organizers to apply for events
- IT wants to make sure there is a web interphase for participants that are not currently using Accela
- Asking SEC to be governing body over this proposal; provide meeting agenda space for follow up and decision making

SPD – Will this include billing for SPD hours to clients?

- Yes, would be part of the intake and billing process
- To be determined how data transfers between departmental platforms for SPD and all other departments; Intent is to capture SPD staffing data

- Since SPD is not an intended Accela user, SPD will need to manually go into Accela and enter data; would be same with other non-Accela departments

Expectations –

- Special Events Office is the business owner, but Special Events Committee will provide review and voting oversight
- Delivery will be in phases; progressive rollout planned for a year or more
- Will schedule community meetings for event organizers and stakeholders to discuss SPD staffing audit, Ordinance, and Accela rollout

Bell Street Park

Bell St, 1st Ave to 5th Ave

History of Bell Street Park

Bell Street Park is the City of Seattle's first shared street project, establishing a new typology for streets as parks and open space. Initiated by Belltown neighborhood residents, Bell Street demonstrates how a bold vision for transformation can be realized through inclusive design and strong city/community collaboration. Proven as a successful shared street project, its application provides cities with a model case to reimagine the right-of way as both a thriving open space and an important transit connection.

Belltown, one of the most densely populated neighborhoods in Seattle, Washington, links historic Denny Park to Seattle's waterfront and downtown. It is an eclectic neighborhood with a diverse mix of businesses, residences, and public service buildings. While the area experienced steady residential growth since the 1990's, open space expansion had not kept pace and the neighborhood struggled to develop an active, inviting street life.

Prior to reconstruction, Bell Street was a two-lane, one-way road with parking and sidewalks along both sides extending eight blocks. In 1985, the City initiated a Green Streets Plan that sought to improve pedestrian environment along Bell Street intersections, which led to installation of plantings and traffic bulbs at 1st and 5th Avenues, though remaining avenues along the corridor were unchanged. This stretch has also long been a critical corridor for buses—300 pass through daily (more than a third during PM peak hours).

Project Development

In 2008, a City audit of parks and green space revealed to neighborhood groups that Belltown was falling short of its open space goal, and the City of Seattle was itself struggling to acquire land to develop as park space. At the behest of a Citizens' Advisory Committee, voters approved a Park and Open Space Levy in 2008, expected to generate \$146 million to develop land and transform rights of way into high-functioning public green space. In 2009, the Parks Levy Oversight Committee approved funding to create the Bell Street Park, and granted authority of Bell Street to Seattle's Parks and Recreation Department (Parks & Rec).

Bell Street Park Today

Working in collaboration with the City Department of Transportation (SDOT) as well as other applicable agencies, Parks & Rec transformed Bell Street from an auto-centric thoroughway into a shared community open space. Bell Street Park activates approximately 50 events each year from June through October.

Bell Street Park Property Description

Section 1.

The portion of Bell Street described as follows (the “Designated Portion”) is hereby designated as a park boulevard, and administrative jurisdiction over the property transferred, without charge, from the Seattle Department of Transportation to the Seattle Department of Parks and Recreation:

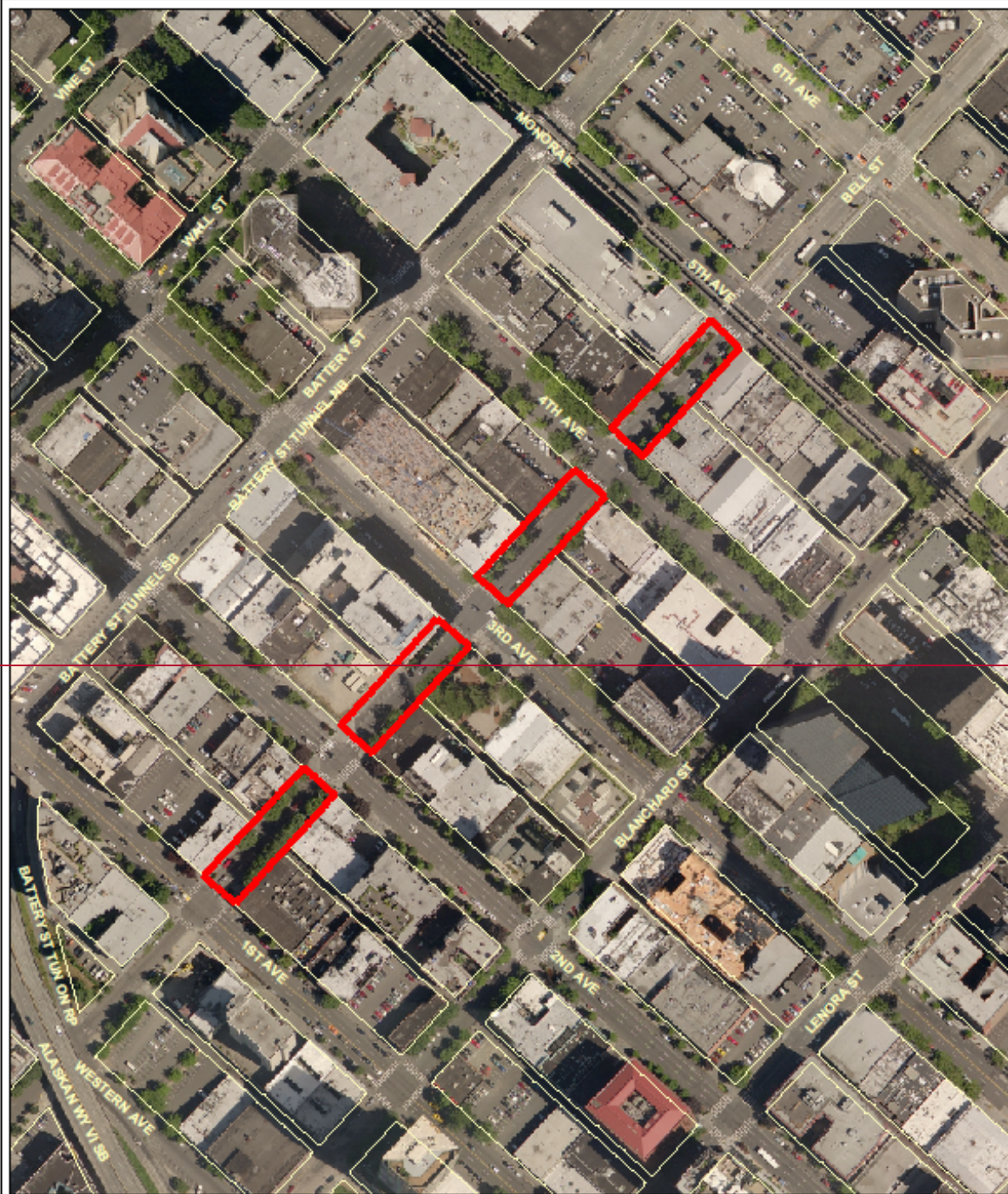
The portion of Bell Street between First Avenue and Fifth Avenue directly abutting the following blocks:
BELL AND DENNY'S 1ST ADD SUPL, BLK 27 & A. A. DENNY'S 6TH ADD, BLK 41 (between 1st and 2nd)
BELL AND DENNY'S 2ND ADD, BLK 26 AND WILLIAM N. BELLS 3RD ADD, BLK A (between 2nd and 3rd)
BELL AND DENNY'S 2ND ADD, BLK 36 & WILLIAM N. BELLS 3RD ADD, BLK B (between 3rd and 4th)
BELLS 5TH ADD, BLK L and BELLS 5TH ADD, BLK K (between 4th and 5th)

Section 2.

Appendix I to Ordinance 117569 and to Title 15 of the Seattle Municipal Code (Description and Maps of Park Drives and Boulevards) is hereby amended to include the designated portion as a park boulevard, and the Code Reviser is directed to add it to Appendix I.

Section 3.

Appendix II, Corresponding Maps of Park Drives and Boulevards, to Title 15 of the Seattle Municipal Code and to Ordinance 117569 is hereby amended by the addition of the map, attached to this ordinance as Exhibit 1, depicting the designated portion. In the event of this Ordinance, the description in Section 1 shall control.



Legend

- Right-of-Way
- Area to be boulevard

Bell Street Boulevard



1 Inch = 200 feet



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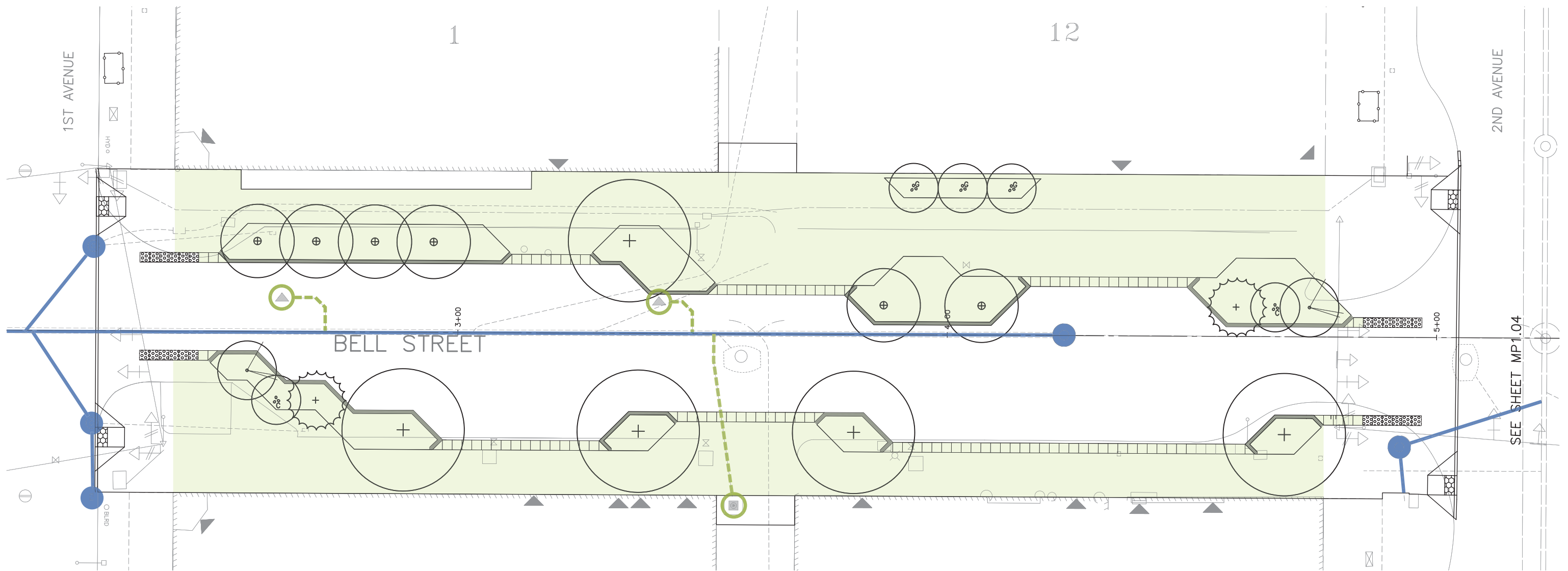
No warranties of any sort, including accuracy, fitness or merchantability accompany this product.

Orthophoto source:
Picometry, June 2007
Map date: September 28, 2009

BELLTOWN BEATS, ARTIST WORKSHOPS IN THE PARK



Day	Date	Location	Event	Event Time	Street Closure Times	On Site Contact	Contact Number:	2nd Contact	SE Permit Req?
Friday	6/1/2018	Bell Street Park (2nd-3rd)	Community Art Table	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	206-529-7158	
Sunday	6/3/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	6/8/2018	Bell Street Park (2nd-3rd)	Community Art Table	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	206-529-7158	
Sunday	6/10/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	6/15/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	206-529-7158	
Friday	6/15/2018	Bell Street Park (2nd-3rd)	Belltown Beats/Artist Workshops/CAT	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	206-529-7158	
Sunday	6/17/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	6/22/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	206-529-7158	
Friday	6/22/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	206-529-7158	
Sunday	6/24/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	6/29/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	206-529-7158	
Friday	6/29/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	206-529-7158	
Saturday	6/30/2018	Bell Street Park (2nd-3rd)	Dog Days in the Park	9:00 AM - 4:00 PM	8:00AM - 5:00 PM	Cole (COLA)	???		
Sunday	7/1/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	7/6/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921		
Friday	7/6/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696		
Sunday	7/8/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	7/13/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921		
Friday	7/13/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696		
Saturday	7/14/2018	Bell Street Park (2nd-3rd)	Dog Days in the Park	9:00 AM - 4:00 PM	8:00AM - 5:00 PM	Cole (COLA)	???		
Sunday	7/15/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	7/20/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921		
Friday	7/20/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696		
Sunday	7/22/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	7/27/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	7/27/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Saturday	7/28/2018	Bell Street Park (2nd-3rd)	Dog Days in the Park	9:00 AM - 4:00 PM	8:00AM - 5:00 PM	Cole (COLA)	???		
Sunday	7/29/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/3/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/3/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Sunday	8/5/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Tuesday	8/7/2018	Bell Street Park (4th-5th)	Belltown Bash	6:30 PM - 9:00 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921		Yes
Friday	8/10/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/10/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Saturday	8/11/2018	Bell Street Park (2nd-4th)	Chalk Art & Music Festival	All Day	6:00AM - 9:00PM	Jane Savard	206-669-1921		
Sunday	8/12/2018	Bell Street Park (2nd-4th)	Chalk Art & Music Festival	All Day	6:00AM - 9:00PM	Jane Savard	206-669-1922		
Sunday	8/12/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/17/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/17/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Sunday	8/19/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/24/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/24/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Saturday	8/25/2018	Bell Street Park (2nd-4th)	Belltown Crush	All Day		David LeClaire	206-683-2388	805-264-3585	Yes
Sunday	8/26/2018	Bell Street Park (2nd-3rd)	Drop-in Pickleball	10:00 AM - 5:00 PM	8:00 AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/31/2018	Bell Street Park (2nd-3rd)	Artist Workshops in the Park	6:30 PM - 7:30 PM	6:00PM - 9:00 PM	Jane Savard	206-669-1921	805-264-3585	
Friday	8/31/2018	Bell Street Park (2nd-3rd)	Belltown Beats	6:30 PM - 8:00 PM	6:00PM - 9:00 PM	Gigs4U	206-701-6696	805-264-3585	
Friday	8/31/2018	Bell Street Park (4th-5th)	Center City Cinema	5:00PM - 11:00PM		Jane Savard	206-669-1921	805-264-3585	
Saturday	10/27/2018	Bell Street Park (2nd-4th)	Dog-O-Ween	9:00 AM - 5:00 PM	8:00AM - 6:00 PM	Jane Savard	206-669-1921	805-264-3585	Yes
TBD	TBD	Bell Street Park (2nd-3rd)	Salsa in the Park	???		Jane Savard	206-669-1921	805-264-3585	

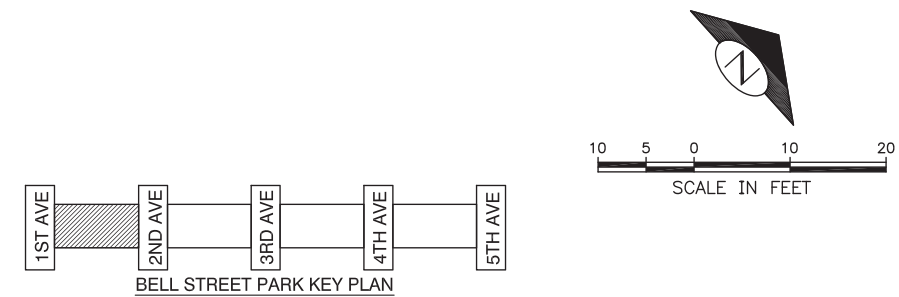


LEGEND:

- SDOT
- PARKS
- SPU STORM
- PARKS STORM
- BLACK TACTILE PAVERS

REVIEWED: _____ DATE _____
 PARK ENGINEER

All work done in accordance with the City of Seattle Standard Plans and Specifications in effect on the date shown above, and supplemented by Special Provisions.



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svr DESIGN COMPANY
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 SEATTLE, WA 98101
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 www.svrdesign.com

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REVIEWED BY SPU/WATER ENGINEERING	20.....
REVIEWED BY SPU/DRAINAGE	20.....
APPROVED BY SDOT STREET IMPROVEMENT PERMITTING	20.....

DESIGNED SCS/AML	11/09/2012	INITIALS AND DATE	
CHECKED TVS	11/09/2012	REVIEWED:	
DRAWN JZ/KSA	11/09/2012	PROJECT MANAGER	
CHECKED AML/TVS	11/09/2012	REVISED AS-BUILT	
DESIGN REVIEW TVS	11/09/2012		

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City of Seattle
Seattle Department of Transportation

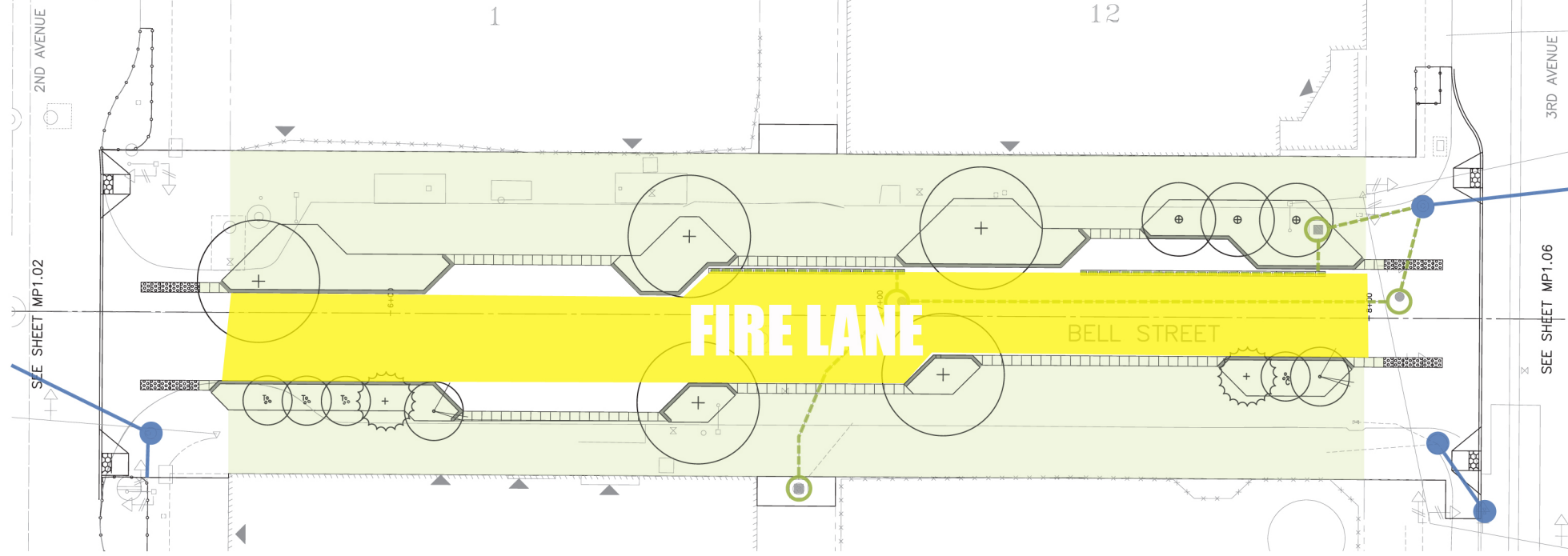
SCALE: H. V. INSPECTOR'S BOOK

BELL STREET PARK
 MOA MAINTENANCE PLAN
 1ST AVENUE TO 2ND AVENUE

SDOT PROJECT NO.	131891
VAULT PLAN NO.	
VAULT SERIAL NO.	
SHEETMP1.02 OF	

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DATE	MARK	NATURE	MADE	CHK'D	REV'D

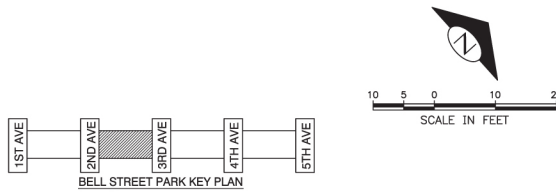


LEGEND:

- SDOT
- PARKS
- SPU STORM
- PARKS STORM
- BLACK TACTILE PAVERS

REVIEWED:	PARK ENGINEER	DATE

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REVIEWED BY SPU/WATER ENGINEERING	NAME OR INITIALS AND DATE	INITIALS AND DATE
..... 20.....	DESIGNED SCS/AML 11/09/2012	REVIEWED:
REVIEWED BY SPU/DRAINAGE	CHECKED TWS 11/09/2012	PROJECT MANAGER
..... 20.....	DRAWN JZ/KSA 11/09/2012	
APPROVED BY SDOT STREET IMPROVEMENT PERMITTING	CHECKED AML/TYS 11/09/2012	DESIGN REVIEW TWS 11/09/2012
..... 20.....	REVISOR	REVISED AS-BUILT

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Seattle Department of Transportation

SCALE: H. V. INSPECTOR'S BOOK

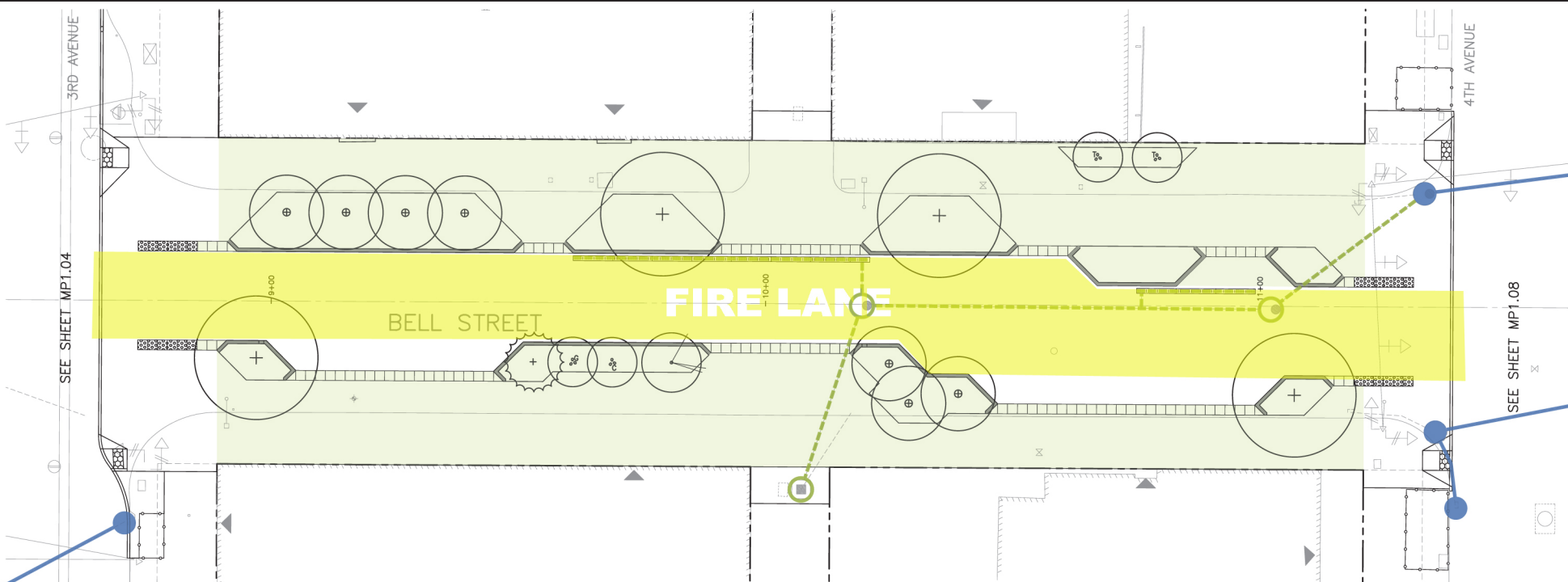
BELL STREET PARK
 MOA MAINTENANCE PLAN
 2ND AVENUE TO 3RD AVENUE

SDOT PROJECT NO.	131891
Vault Plan No.	
Vault Serial No.	
SHEET MP1.04 OF	

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DATE	MARK	NATURE	REVISIONS	MADE BY	CHK'D	REV'D

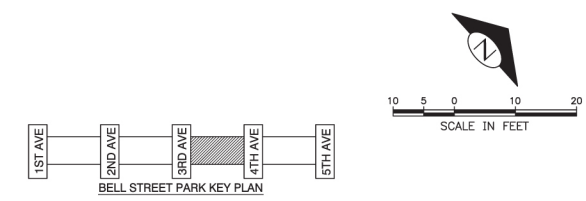
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 User: C:\Users\jgallagher



LEGEND:

	SDOT
	PARKS
	SPU STORM
	PARKS STORM
	BLACK TACTILE PAVERS

REVIEWED:	PARK ENGINEER	DATE
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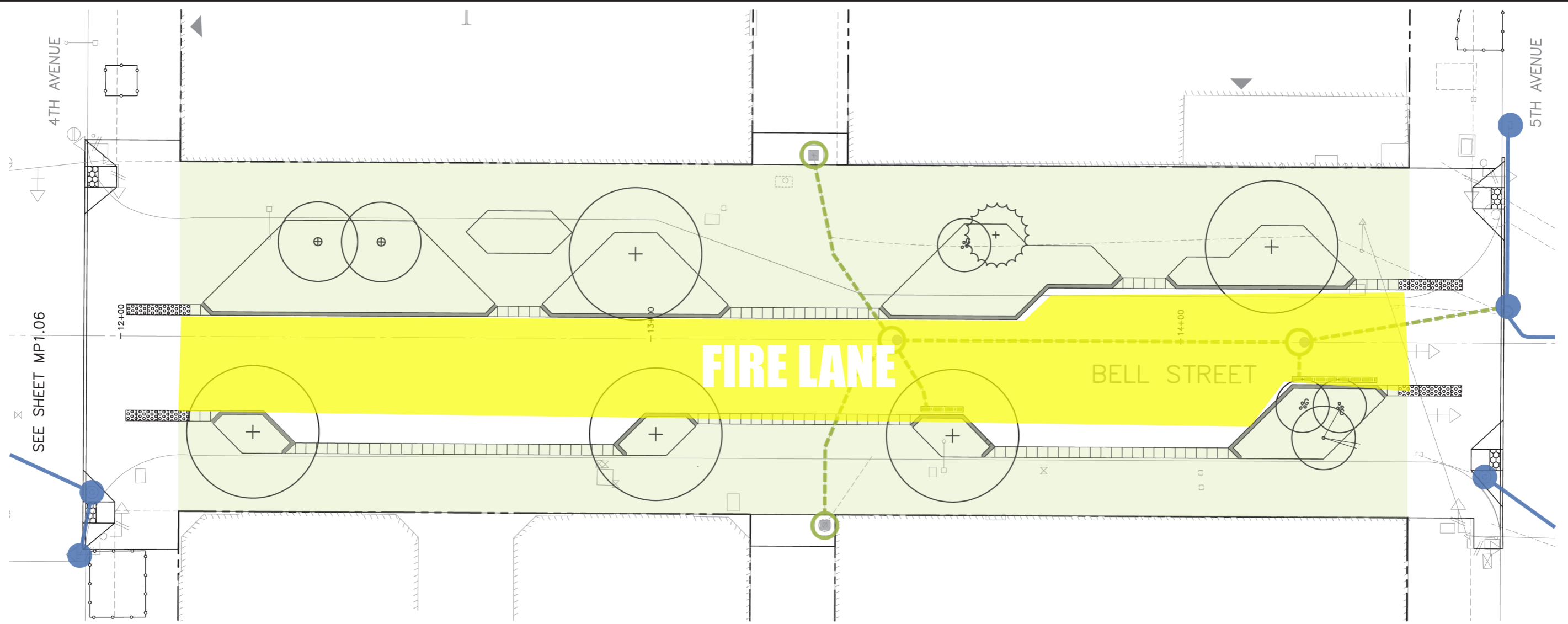
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REVIEWED BY SPU/WATER ENGINEERING	NAME OR INITIALS AND DATE	INITIALS AND DATE
..... 20.....	DESIGNED SCS/AML 11/09/2012	REVIEWED:
REVIEWED BY SPU/DRAINAGE	CHECKED TWS 11/09/2012	PROJECT MANAGER
..... 20.....	DRAWN JZ/KSA 11/09/2012	
APPROVED BY SDOT STREET IMPROVEMENT PERMITTING	CHECKED AML/TYS 11/09/2012	DESIGN REVIEW TWS 11/09/2012
..... 20.....		REVISD AS-BUILT.....
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City of Seattle
Seattle Department of Transportation
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BELL STREET PARK
 MOA MAINTENANCE PLAN
 3RD AVENUE TO 4TH AVENUE

SDOT PROJECT NO.	131891
Vault PLAN NO.	
Vault SERIAL NO.	
SHEET/MP1.06 OF	



SEE SHEET MP1.06

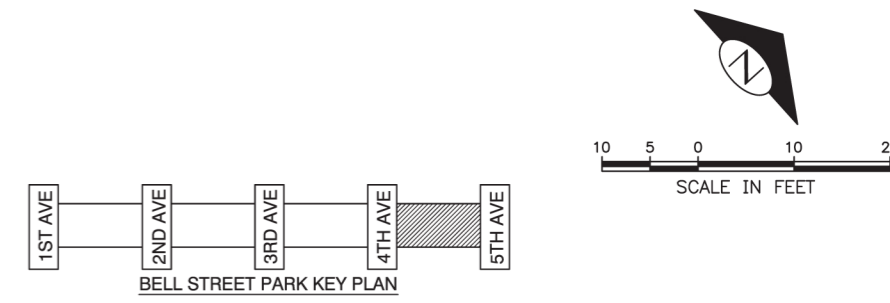
LEGEND:

- SDOT
- PARKS
- SPU STORM
- PARKS STORM
- BLACK TACTILE PAVERS

REVIEWED:

PARK ENGINEER _____ DATE _____

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F 206.223.0125
www.svrdesign.com

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REVIEWED BY SPU/WATER ENGINEERING 20.....	NAME QR INITIALS AND DATE DESIGNED: SCS/AML . . . 11/09/2012 CHECKED: Tvs 11/09/2012	INITIALS AND DATE REVIEWED:
REVIEWED BY SPU/DRAINAGE 20.....	DRAWN: JZ/KSA 11/09/2012 CHECKED: AML/TvS 11/09/2012	PROJECT MANAGER
APPROVED BY SDOT STREET IMPROVEMENT PERMITTING 20.....	DESIGN REVIEW Tvs . . . 11/09/2012	REVISED AS-BUILT.....

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Seattle Department of Transportation

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BELL STREET PARK
MOA MAINTENANCE PLAN
4TH AVENUE TO 5TH AVENUE

SDOT PROJECT NO. 131891
VAULT PLAN NO.
VAULT SERIAL NO.
SHEETMP1.08 OF

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 File: C:\086\080356_BSP\Current\MP1.08_MOA.dwg

DATE	MARK	NATURE	MADE	CHK'D	REV'D

Aligning Special Events Permitting with Accela

May 9, 2018

Presented to the Seattle Special Events Committee
by OED and Seattle IT

chris.swenson@seattle.gov

max.fields@seattle.gov



Seattle
Economic Development

Discussion Agenda:

- ▶ What are we asking the Special Events Committee to support?
- ▶ Motivators for change
- ▶ Special Events Permitting under Accela
- ▶ Special Events Process Overview
- ▶ What the Committee can do to support



What are we asking the Committee to support?

- ▶ Special Events Committee, coordinated through the Office of Film and Music (OFM) within the Office of Economic Development (OED), is seeking improvements to the event permit business processes.
- ▶ These improvements would impact how the:
 - ▶ Special Events committee participants review and provide related permits and share information.
 - ▶ Customer provides and receives information from the Special Events business process.
- ▶ The Accela permitting platform is being leveraged to support the business process improvements.
- ▶ A 2019/20 BIP for funding has been submitted by OED and Seattle IT. We are sharing this information, seeking your feedback and participation.



Motivators for change

Why Now?

- ▶ 2016 Special Events Ordinance mandate
- ▶ 2017 CoS Auditor Recommendations
- ▶ Special Events Committee, stakeholder, and customer need
- ▶ Current system antiquated

Current permit handling

- ▶ Manual process which includes:
 - ▶ Review of 500+ permit requests per year
 - ▶ File shares for historical and current records
 - ▶ Use of email for status tracking, communications, sharing of supporting permit information
 - ▶ Risk of record loss due to error or staffing changes

Special Event Permitting using Accela

▶ Benefits

- Improved communication among committee members
- Improved communication between committee members and customers
- Streamlined process improvements
- Traceability
- Seamless integration with other Accela use departments
- Decreased Data Entry
- Reduction of impacts from lost work
- Confidence in promoting Public Safety



Special Event Permitting using Accela (cont'd)

- ▶ Special Event Committee participants who are/are not Accela users:

Current

- SDCI
- SDOT

Planned

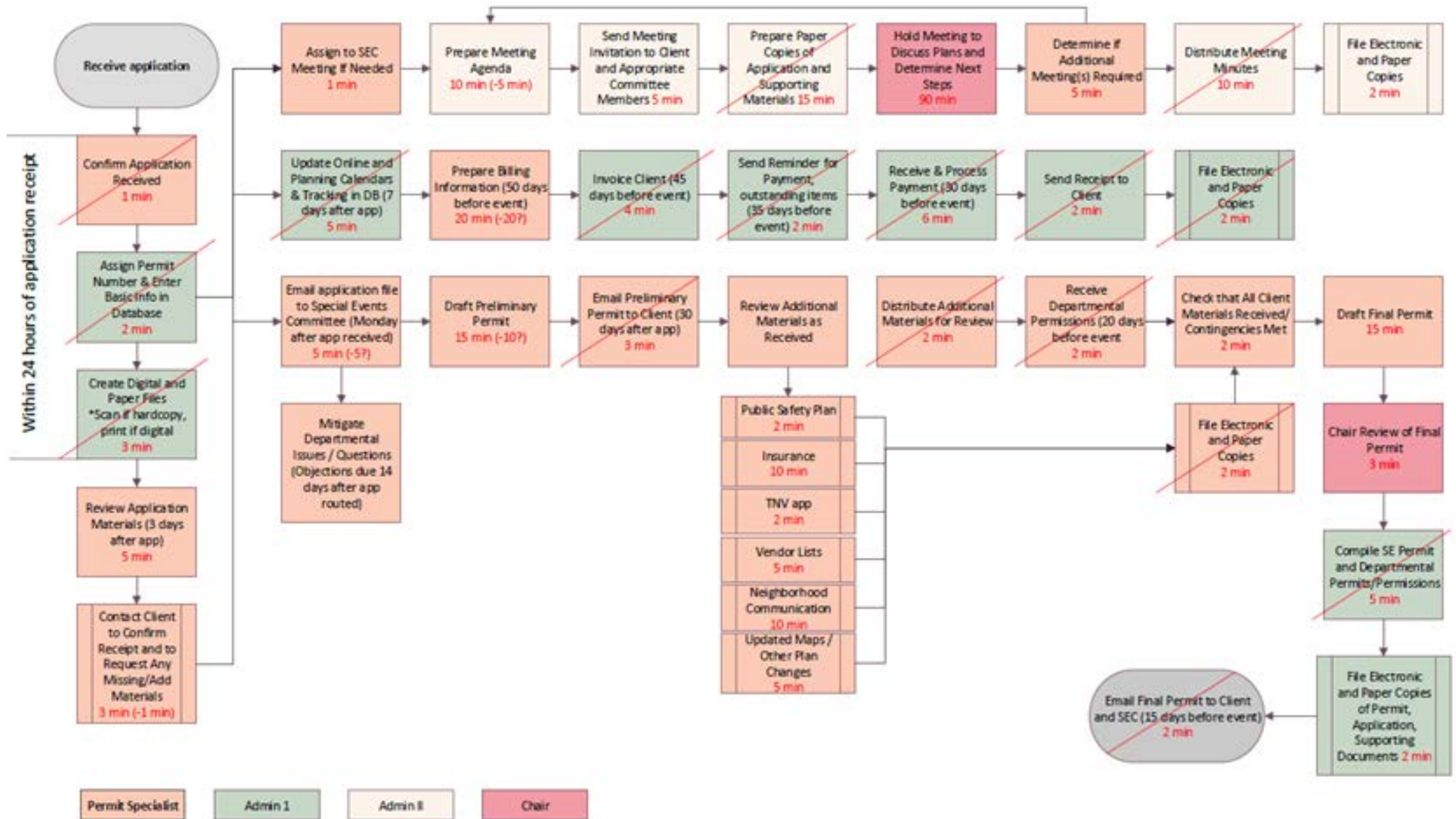
- DON
- FAS
- OED
- SFD
- SPU

Not Currently

- Mayor's Office
- CBO
- PARKS
- SPD
- Seattle Center
- King County Health Dept
- King County Metro Transit
- WA State Liquor and Cannabis Board
- Citizen Representatives



SPECIAL EVENTS PERMIT PROCESSING WORKFLOW



What the Committee can do to support:

- ▶ Next Steps:
 - ▶ Committee to support as governance and oversight of the effort.
 - ▶ Access to subject matter experts to understand Committee member unique business processes.
 - ▶ Prioritize which business process areas to address.
 - ▶ Consider partnerships to move the overall effort forward, such as OED participation in Committee member Accela projects, or willingness to hear finance requests.
 - ▶ Committee to provide meeting agenda space for follow up and decision making

