

Special Events Committee Meeting Minutes

July 8, 2021, Thursday, 10:00 am to 12:20 pm

Via WebEx Conference

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Tom Anderson	Citizen Representative
Department of Construction & Inspections	Jadintor Khokhar	DCI
Department of Neighborhoods	Ed Pottharst	DON
Finance and Administrative Services	Brenda Strickland	FAS
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 Police Department	Joseph Osborne	Police
Special Events Office	Meli Darby	SE
	Chris Swenson	SE
	Felicitas Sanchez	SE
WA State Liquor & Cannabis Board	Beth Lehman	WSLCB

Note: As always, these are "raw minutes notes" based on the discussion of the 7/8/2021 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

DATE	EVENT
6/24-27/2021	Union LGBTQ Pride Event
6/26/2021	Capitol Hill Pride March 2021
7/4/2021	Art Marble 21 Fourth of July Block Party

Meeting Minute Approval

- Vote to approve minutes from March 12, April 8, and June 10, 2021, meetings
- No changes or edits to the minutes
- Meeting minutes approved; All in favor, none opposed

Welcome Back Weeks Overview

Presenter: Chris Swenson (Office of Economic Development)

- The City has partnered with Downtown Seattle Association (DSA) to program and fund a summer of activations and events in support of Seattle's Equitable Recovery and Downtown revitalization efforts
- Primarily intention is to support the reopening of small businesses, arts & cultural organizations
- July Activation - Chinatown International District, Pioneer Square, Westlake Halloween in July
- The larger the event, the longer time it may take to process the application
- What has been developed to coordinate?
 - Permit Coordination Form Workflow
 - Allow grace to the businesses that are coming in late

- SEC is being asked to prioritize the review and issuing of Special Event Permits, with the anticipation that many applications will be submitted with less than 60 days to review.

Applications Review / Discussion

Event: Intiman Homecoming
Date(s): Sep18- 19, 2021 (Saturday and Sunday)
Location: Capitol Hill
Organizer(s): Amy Zimerman (Intiman Theatre)

Event Notes:

- Fund raiser, entertainment, club membership, projects
- The staff is preparing for the overall plan - logistics, coordination, applications, etc.
- Question: Has the application been revised/updated yet?
- Amy provided the presentation on event mapping including but not limited to entry/exit, picnic tables, pods, handicapped accessible areas, beer garden, portable toilets, handwashing stations, street closure, parking, fire lane, food trucks, lost child tent, medical team, etc.

Committee Discussion:

- Need more details on the event mapping
- Need to comply with the event safety and health requirements:
 - Must maintain 20-ft wide unobstructed fire lane throughout street closures
 - Beer Garden
 - Need actual dimensions
 - Separation of the exit
 - Submit vendor lists
- Request for the 2 uniformed police officers has been put in place to support the event
- Private security officers will be on the overnight site
- Alcohol permit has not been placed yet prior to the meeting; will apply for the license/permit
- Preparing the information for the neighborhood notifications
- Will place a request for a temporary noise variance to be compliant with the city regulations
- Actual number of vendors – 14 to 16 vendors for this event
- Future committee meetings will take place for the event follow-up.

Event: SeafoodFest
Date(s): Sep 10-12, 2021 (Friday, Saturday, Sunday)
Location: Ballard
Organizer(s): Alby Allen (Ballard Alliance), Mike Stewart

Event Notes:

- The SeafoodFest Producer, Mike Stewart presented the SE Permit Application including the detailed mapping for the 3-day annual event. This 2021 year’s festival will be a 21+ event with limited capacity and will comply with Special Events rules and regulations.

Committee Discussion:

- Question: What are the people’s expectations hanging outside the event?
 - Response: We are putting a “green masking” fence around the site so that people outside will not see through.

- What is happening with the Ballard Sunday Market?
 - Response: In that 3-day event, the Farmer's Market will be operated on Sunday
- Question: Will the alcohol manufacturers come to the event?
 - Response: No. Canned beers will be served only
- Question: What is included in the ticket?
 - Response: Each ticket price is for Entry Only
- Question: Will there be a tradeshow in the event?
 - Response: No tradeshow for 2021
- No liquor permit/license yet; will apply for the application
- Organizers must comply with the requirements such as but not limited to:
 - Annual Permit for food trucks, health food permit, fully vaccinated/not vaccinated wearing masks rules, handwashing/sanitizing for each booth, etc.
- No further comments from the Committee.
- Another subcommittee meeting will take place to update and tackle other event matters

Event: I CAN AND I WILL RUN
Date(s): Sunday, October 17, 2021
Location: Green Lake
Organizer(s): Alisa Vitello (I Can and I Will Guild)

Event Notes:

- Utilizing the event map, Alisa briefly discussed the Sunday, October 17, 2021, event
- The race will start and finish near the Green Lake Community Center
- \$50K proceeds will go to the Seattle Children's Hospital Uncompensated Care Fund
- Some registered members will volunteer for the event
- 30-minute amplified sound is expected so a temporary noise variance permit will be requested
- No food vendors but packaged food will be served

Committee Discussion:

- No further concerns from the Committee
- A follow-up meeting will take place.

Event: REFILL
Date(s): Sunday, August 15, 2021
Location: South Lake Union neighborhood
Organizer(s): Sol Moravia-Rosenberg and Jacob Zimmer

Event Notes:

- A community-driven, live streamed benefit concert
- Open to the public of all ages
- 6 Artists will perform to raise \$25K to support/train the kids
- Request for 4 uniformed police officers has been submitted for approval

Committee Discussion:

- 20-ft fire lane accessibility required
- Noise variance permit required as tear-down noise expected