Seattle
Special Events Office

Special Events Committee Meeting Minutes
March 10, 2022
Via Video Conference

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Lisa Fraser	Citizen Representative
Department of Construction & Inspections	Dan Powers	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	Teresa Chin	Parks
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Lt. Keith Wyatt	SFD
Seattle Police Department	Lt. Bryan Clenna	SPD Traffic
Special Events Office	Randy Wiger	Chair
	Julie Borden	SE
WA State Liquor & Cannabis Board	Beth Lehman	WSLCB

Additional Attendees:
Chris Swenson – OED, Diane Lalor – SPD Operations, Jung Trinh – SPD East Precinct, Chris Hanson – King County Metro Transit

Note: As always, these are "raw minutes notes" based on the discussion of the 3/10/2022 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

DATE	EVENT
Feb 12	Walk to Harbor Memorial • SPD traffic supported, went well • About 400-500 participants • Special Events Office received a thank you email from organizer
Feb 12	February Night Market
Feb 13	My Better Half Marathon
Feb 26	Polar Plunge Seattle
March 5	Ukrainian Association of Washington • Estimate about 1,500 participants
March 6	Hot Chocolate 5K Seattle • SPD – Fire Department at Battery St had internal communications issue and did not have pre-set engines; SPD assisted getting out and in as needed; East side of 5th Ave was congested with vehicles trying to enter garage; could improve by not setting cone line as early or could close that entrance to the garage all together • Metro – Did not receive complete updated information for route change

	from original; revised application was not submitted, which causes communication flow issues; recommends closing 3rd Ave east of Denny Way for future events, if possible • Special Events Office will schedule a meeting to debrief in depth with SPD, SDOT, and Metro; will keep Seattle Center in the loop • Seattle Center – Because of downsizing of event, organizers worked with Seattle Center to receive some rent relief to assist with event re-starting post-COVID

Meeting Minute Approval
- Vote to approve February 2022 minutes
- No changes or edits to the minutes
- Meeting minutes approved; All in favor, none opposed

Hempfest Update
Organizers have indicated they will not be holding an event in 2022 but would like to request a "hold" on their traditional date for 2023

Walk for Freedom
- Scheduled for Saturday, March 26
- Revised route requested includes going through Pike Place Market: start at Westlake Park, west on Pine St, south on 1st Ave, west on Pike St, south on Pike Place, east on Virginia St, south on 1st Ave, east on Pike St to Westlake Park
- SEO has consulted with Pike Place Market management and they prefer to not allow a march through the market as it is disruptive to merchants who are currently struggling post-COVID; they are already experiencing difficulties with pedestrian flow due to a SDOT project on Pike Pl
- Seattle Center – recommend pointing out safety concerns to the pedestrian bottleneck and encourage organizers to choose an alternative
- SDOT – Will not allow a march to go through construction area, so if use Pike Place will have to turn at Stewart St; Virginia St is technically closed for emergency repairs; agree with Pike Place Market management comments and concerns; has not yet consulted with SDOT hub coordinator for concerns
- SFD – Concurs with SDOT, also concern with emergency access with the bottleneck; emergency access not a concern if the construction project is removed
- SPD – Prefer not to have a march on Pike Place, but will support as permitted; SPD cannot escort a march through a potentially dangerous area
- SDOT, SPD, SFD agree this area is too congested due to construction to safely allow a march to come through
- DON – Recommend offering alternatives to organizers
- SDOT will confirm the timeline of the construction project, which may end before the event date
- Motion: Committee denies permit using Pike Place for March for Freedom.
  - Motion presented by Chair, seconded by WSLCB
  - Motion failed; unanimous voice vote
- Motion: If construction is still ongoing on March 26, committee denies permit using Pike Place for March for Freedom.
  - Motion presented by Chair, seconded by Seattle Center
  - Motion passed; unanimous voice vote

Committee Work Plan 2022
SPD resources bottleneck effect on Special Events

- Office is working with SPD to identify problem dates and work with events for alternatives
- Larger events and run/walks are more affected due to the large number of SPD staff required

Preferred date of Seafair event organizers attendance
- LCB cannot attend March 31, so prefers other two options
- SFD prefers April 7
- SPD prefers April 7

Confirming/updating current departments & agency members
Chair will reach out to committee members to confirm information for roster

Confirming/updating current Committee email and distribution lists
Chair will reach out to committee members to confirm information for email distribution lists

Assessing current onboarding used for new committee members
Chair will reach out to committee members to discuss

Assessing need for recruiting new Citizen Representatives
- Chair will contact current citizen representatives to gauge interest in continuing or ending service
- May need strategy to recruit new representatives

Proposed updating of Neighborhood Notification materials
- Prompted by COVID safety concerns, have developed a more robust use of email for notification
- Looking for additional ways to encourage conversation between business owners and City regarding impacts of events
- May come back to the committee with more needs as they are assessed