

Special Events Committee Meeting Minutes

March 13, 2025

Via WebEx Meeting

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Department of Neighborhoods	Sonny Nguyen	DON
Finance and Administrative Services Licensing	Toner Eren	FAS
King County Metro Transit	Michael Anderson	METRO
King County Metro Transit	Eric Stewart	METRO
Mayor's Office	Israel Rios	MAYOR
Parks and Recreation	N/A	PARKS
Seattle Center	Lance Miller	SC
Seattle Fire Department	Lt. Keith Wyatt	SFD
Seattle Police Department	Sgt. Shane Burditt	POLICE / SDP
Seattle Police Department/Traffic	Captain Bryan Clenna	SPD Traffic
Seattle Dept of Construc & Inspect/Structures	Dean Greenleaf	SDCI Structures
Seattle Dept. of Construc & Inspect / Noise Abatement	Dan Powers	SDCI Noise
Seattle Department of Transportation	Jack Bighorse	SDOT
Seattle & King County Public Health	Tony Bui	SKCPH
Seattle Public Utilities	N/A	SPU
WA State Liquor & Cannabis Board	N/A	WSLCB
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Film Office	Taylor Durand-Scaggs	FILM
Special Events Office	Kiah Patzkowsky	CHAIR
Special Events Permit Specialist	Hannah Tyo	SE
Special Events Permit Specialist	Alex Mielcarek	SE
Special Events Permit Admin II	Leslie Kodish	SE

Additional Attendees:

- Friends of Waterfront Park: Yoon Kang O'Higgins (Sr. Director) Eldon Tam (COO), Alex Harding
- Run for Good: Ilana Balint
- Waterfront Park: Tiffani Melake

- City of Seattle IT: Margaret Mullin
- Downtown Seattle Association - Claire Pinger and Floretta Woart
- Port of Seattle: Rosie Cortney, Marie Ellingson and Geri Poor
- Alexander Party Rentals: Bonnie Lackey

Public Comment

- Kimberly Larson - Requesting we move on from the Blue Angels, request we deny the permit for Seafair weekend. Blue Angels impact refugees and others with PTSD from war torn countries. Seafair has moved on from other traditions such as burning ships – let's move on from this tradition. Concern with air pollution, wasteful spending, stressing out animals, terrifying for others. We plan to submit a petition to King County, Seattle City Council and Mayor's Office. Asking for survey of impact to immigrants from The Office of Immigrant Refugee Affairs.
- Dr. Breck Lebegue – Air Show Climate Action Committee. Requesting we deny the permit for the Blue Angels part of Seafair. Concern with fossil fuel, harm to public, air pollution. Request a health risk assessment of pollution and noise from Blue Angels.
- Mary Paterson – 350 Seattle, Climate Justice Organization. Concern with level of carbon dioxide in the atmosphere that is sustainable for human life. Requesting we do not contract again with the Blue Angels. Concern with carbon emissions from aviation and glorification of the military.
- Rosemary Moore – Volunteer with climate groups. Mercer Island resident, concern with Blue Angels flying close to her home. Seems inappropriate for money to go to Blue Angels during current federal fiscal situation.

Note: As always, these are "raw minutes notes" based on the discussion of the 3/13/2025 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Roundtable/Announcements

- CHAIR: None

Review Previous Meeting Minutes

- CHAIR: Do we have a quorum?
- SE: Yes

Meeting Minute Approval

- Vote to approve February 13 minutes.
- One change – update to portion regarding Gas Works Park and city resources for final weekend of July. Concern with too few resources, and shift of Torchlight Parade to waterfront from Fourth Avenue, will help alleviate some resource requirements. Propose meeting to discuss resources in August. Move to approve with this edit to the minutes.
- SPD: Moved. SDOT: Seconded. All in favor, none opposed

Meet Me at the Waterfront 5k Presentation

- ORG: Pursuing Saturday, May 31 for a 5K event and community celebration along the Waterfront to kick off Season of Welcome in 2025. 5k is nod back to final walk along Viaduct prior to demolition. Pier 62 is the finish line, with booths and a stage. Coordinating conversations with Port of Seattle, Seattle Aquarium, Alliance for Pioneer Square, Seattle

Historic Waterfront Association, Washington State Ferries, Lumen Field, WA State Ballpark Public Facilities, SFD Station 5.

- ORG: Proposed route starts on Alaskan Way at Pier 62 in SB lanes (keep NB lanes open, switch NB to one NB/one SB?), turn EB on Columbia to avoid WSF (could shift to Marion), SB on 1st Ave running south in NB lanes, King St east to Occidental to Royal Brougham to turnaround, NW on 1st in SB lanes, left on Columbia, across Alaskan and finish NB on Promenade
- ORG: Proposed start time 8:30 a.m. better for traffic impacts but has impacts for cruise ship arrival that day. Planning wave starts. Attendance 3,000 to 5,000 estimate.
- SFD: Consider Fire Station No. 5 at the base of Madison and Alaskan Way. Need staff to keep area clear for fire crew or freshwater incident team.
- ORG: We will staff this area.
- SFD: Using barricades?
- ORG: National Barricade will help us set up and will use steel crowd control barricades.
- SFD: Start location?
- ORG: Starts south of the light.
- SDOT: Please switch crossover from Alaskan to 1st Ave from Columbia to Marion. Recommend closing Elliott at Western due to lack of turnaround point. Likely not viable to split NB lanes of Alaskan Way into one SB, one NB lane due to management needs at cross streets, more efficient to keep NB lanes for NB vehicle traffic.
- ORG: Detour SB traffic?
- SDOT: Yes, I will review plan and propose a solution.
- SFD: Return to Pier 62 is run on promenade? Need a clear spot to get in an aid car.
- SDOT: Is this a timed event, concern with stopping traffic for runners. Runners will have to wait and can disrupt their time.
- ORG: Timed event. Will get first wave out of timed fast runners. Can break other runner waves to let cars through or could close all Alaskan Way.
- SDOT: Challenging to manage traffic with use of 1st Ave for run. Consider Mariner's game, and Cruise Ship access to manage.
- CHAIR: 4:15 p.m. start time for Mariner's game.
- SPD Traffic: Ferries exit at Marion?
- ORG: Exit south of there?
- CHAIR: Exit at Yesler to south lanes of Alaskan Way.
- Port of Seattle: Exit on Marion and/or Yesler. Pedestrians exit at Marion.
- SPD Traffic: Have you contacted Lumen Field?
- ORG: Yes, they are aware of event.
- SPD Traffic: Royal Brougham underneath by 1st Ave area?
- ORG: Yes
- SPD Traffic: Any load outs or load in for events this time period?
- ORG: Lumen Field told us no conflicts in the morning.
- SPD Traffic: Have you contacted T-Mobile for employees arriving to work the game?
- ORG: Yes.
- SPD Traffic: We can do it, will take lots of officers for this configuration. We need to block off several streets and reroute traffic. Neighborhoods access limited. Sort out ferry access.
- ORG: If we close all of 1st Ave at S. Main Street, how many officers do you need?
- SPD Traffic: One officer or PEO at each intersection, then look at parallel and adjacent roads. Heavier arterials need more officers to help crossing. Help public to get to the ferries.
- ORG: Do we create a TCP and submit or wait until all figured it out.
- SPD: SDOT creates their plan, then SPD layers their requirements.

- Port of Seattle: We have information on activities for each ship arrival. Predictable. Norwegian Bliss is a 5,000-passenger ship. Passengers leave in the southbound direction from Pier 66 and need access. Concern is the semi-trucks must arrive from the south, have to approach from the south to turn into loading dock. If 8:00 a.m. race start, then two hours prior road closure. Vessel starts disembarking at 7:00 a.m. SDOT is constructing a bike lane on Alaskan Way, and we have lost one lane the terminal uses. Concern on the impact and working with event. Is later afternoon start possible, or use promenade bike lane for runners? Need two-way flow on Alaskan Way to route trucks. Trucks loading throughout the day.
- CHAIR: What time do trucks arrive? Can trucks turn north on Alaska, then follow Broad Street curve?
- PORT: Provision all day. We can ask drivers. Discussed possible turning south and turn at condos. Can lights be timed on Elliott for a NB flow?
- SPD Traffic: Do they come off the freeway to Alaskan Way
- PORT: They come from different areas. Discussion of closing lanes.
- SDOT: Why did we choose Saturday vs. Sunday with no cruise ships?
- PORT: We have large vessel cruise ships arriving on Saturday and Sunday.
- CHAIR: We discussed event conflicts and other dates.
- SPD Traffic: Consider using Alaskan Way south the whole way to Atlantic Street, left, left on Colorado to little H, then up Alaskan Way? Either way fire department and ferries are affected.
- ORG: We are open to it if SDOT is.
- Traffic: No matter what ferries are affected. Get fastest runners across ferry terminal, then regulate runners vs. ferry traffic for slower runners. Ferry traffic impacted no matter what. Start time in line w/timing of ferries? Cruise trucks can use Alaskan Way northbound.
- ORG: How long does it take to unload a ferry. 10 to 15 minutes?
- Traffic: Check ferry schedule.
- SDOT: Remaining on Alaskan eliminates zig-zag of traffic reroutes – 1st Ave available for vehicle flow.
- Traffic: Block Edgar Martinez & 1st, SR99 tunnel exiting forced SB. More resources involved with use of 1st Ave, fewer resources likely needed for Alaskan Way only.
- ORG: I can prepare a new course map. Original proposal is close Marion both lanes down to Royal Brougham.
- PORT: How do trucks arrive if on Alaskan Way?
- ORG: Not figured out route.
- ORG: Is impact better on only Alaskan Way vs. 1st Avenue?
- TRAFFIC: Yes. less resources. Reroute away from 1st Avenue.
- ORG: I'll work on an Alaskan Way only proposal.
- PORT: Can you use bike path and promenade?
- ORG: No, only use of the promenade. Staying off the bike path.
- PORT: Could you use the bike path down Atlantic?
- TRAFFIC: If used bike path could be too narrow. Great idea using southbound lanes then turning northbound on bike path.
- ORG: Would impact the ferry situation. We are meeting with the WSF on March 21.
- TRAFFIC: Will this be an annual event or one time event?
- ORG: As a special year, this is a one-time event. Intend to do annual 5k but will plan annual event next year.
- TRAFFIC: Coordinate with the ferries' timing.
- PORT: Request meeting with SDOT to explore options to move the cruise traffic (trucks, busses, and POV) in/out of Pier 66.

- CHAIR: I will connect you.
- ORG: If we close both lanes, what is width?
- SDOT: Varies, medium islands change lane width. Each block is different. Est. 22 or 24 feet total southbound lanes, 11 to 12 feet each.
- ORG: Neighborhood notification email or must be mailed?
- DON: Can email but please track the emails and send us a list so we can verify no one missed.
- PORT: What is the decision process?
- CHAIR: Decision making process, we will review routes and will liaise with impacted parties. We help with conversations to make the event work safely with manageable impact. Need more discussions to get this approved.
- ORG: We hope to announce the race, even if we are still working on the solutions. Capacity and attendance caps? Does fire have guidelines.
- SFD: Need the square footage of the pier, minus out the tents/stages. Any fencing?
- ORG: Only fencing for overnight security.
- SFD: Please send me the information and I can provide occupancy.
- SDOT: Each person needs 5 to 7 square feet per person, multiply by runners and divide by width of the promenade/sidewalk to determine event capacity.
- CHAIR: North bound traffic only on Alaskan Way preferred vs. shut down two lanes for the runners.
- ORG: We would also want Fire to have access to Pier 66.
- METRO: Metro doesn't have any major disruption. Our reroutes will be near Columbia St/Alaskan Wy.
- CHAIR: Once last runner off Alaskan Way, then southbound lanes can be open for traffic. Next step is receiving an alternative race route, liaise with Port, WSF.
- TRAFFIC: When you meet with WSF, measure how fast it takes to get to a location with runners.
- ORG: 15 –16-minute runners, very fast.
- SDOT: Figure out large run ferries, and capacity, could give you an opportunity.

Eproval SaaS Announcement

- CHAIR: SEO is adopting Eproval as our permitting software. Current process is incredibly manual and time-consuming with heavy email communication. Integrating software aligns with industry standards.
- CHAIR: Eproval allows for all information in one spot. Includes messaging communication system, automated and integrated workflow, simplified approval process, and flexible reviewer categorization. Partners can mark an event as approved and know if their department is impacted. Customized application experience gathers more information from organizers based on event elements and allows for requiring certain information in application. Applicants can get real-time status of their application. Central repository for documents by applicant and by agencies. Calendar can be accessed across jurisdictions versus current SharePoint calendar and its access limitations. Online customer service capabilities, esp. for repeat events. Committee members can access prior events. Online payment portal for event permit fees. Timeline is Configuration in Quarter 2 of 2025, configuration, testing and training in Quarter 3. Goal is going live in Quarter 4. Robust training support and video training will be available.
- TRAFFIC: How many users will have access to enter into this program?
- CHAIR: Unlimited. We can discuss who needs access to review applications.

- FAS: We are working on a replacement to our business license obligation and trade show licenses. Due to privacy and tax information, they pay online via a portal. Will the vendor list be uploaded, and I get notified, and export it out?
- CHAIR: The vendor list will be uploaded to eProval and you can export it.
- FAS: Mandatory data required?
- CHAIR: Unknown if the program can look for the information in an excel sheet. I will research.
- SDCI: Training from SDCI and alternate? How much time will I spend on training? Will need to have expectation of training time to share with leadership to set expectations for labor hours.
- CHAIR: I don't have details yet. We expect to save 30 –50% of our labor hours with eProval. We know a new process will take time to learn.
- FAS: is that PP slideshow on SharePoint where I can access and share with management?
- IT: We have great documentation and can share. There is a communication statement we can share. I can create and help you with what you need.
- FILM: I work with a few of you on Film Permits with OED, and just for your awareness we will be transitioning to the same platform which will roll out after Special Events.
- IT: If you have planned vacations, notify us, so we know you are out. Make sure you have a back up for training in your department.
- CHAIR: We will work with your agencies to confirm it meets your needs. Yes, put your time off on your calendar to help us with scheduling.

Event Dates for Review 02/13/2025 to 3/13/2025 - Review of previous permitted events

Name of Event	Permit No.	Event Start Date
Korean Patriotic Rally: no feedback	S25FE096	2/15/2025
Lunar New Year Celebration: no feedback	S25FE021	2/22/2025
PJ's Classic Homemade Ice Cream & Bon Bons Soft Opening: no feedback	S25FE026	2/22/2025
White Rabbit Group & Euphoria Project Present EDM Artist (2.22): no feedback	S25FE039	2/22/2025
Walk to Harbor Memorial: no feedback	S25FE022	2/23/2025
Stand With Ukraine: 3 Years of Resilience March: no feedback	S25FE094	2/23/2025
Three Years of War in Ukraine: no feedback	S25FE106	2/23/2025
Hot Chocolate Run (Seattle): Traffic: no issues SC: No incidents. Worked well. SFD: Vehicle displayed inside Fisher Pavilion didn't have appropriate display permitting. SC: I'll follow up.	S25MR040	3/2/2025
Polar Plunge Seattle: no feedback	S25MR037	3/8/2025
UW Rowing - Husky Open: no feedback	S25MR055	3/8/2025
LLS Firefighter Stair climb: no feedback	S25MR029	3/9/2025

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