



Seattle
Special Events Office

Special Events Committee Meeting Minutes

June 11, 2026

Via Microsoft Teams Meeting

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Department of Neighborhoods	Najma Sheikh	DON
Finance and Administrative Services	N/A	FAS
King County Metro Transit	Mya Camarillo	METRO
Mayor's Office	N/A	MAYOR
Parks and Recreation	Carl Bergquist	PARKS
Seattle Center	N/A	SC
Seattle Fire Department	Lt. Jamie Scott	FIRE / SFD
Seattle Fire Department	Dep. Chief Melissa Kennedy	SFD
Seattle Police Department	Sgt. Shane Burditt Lt. James Sather	POLICE / SPD
Seattle Police Department/Traffic	Sgt. Dean Ikei	SPD Traffic
Seattle Dept of Construc & Inspect/Structures	Dean Greenleaf	SDCI Structures
Seattle Dept. of Construc & Inspect / Noise Abatement	N/A	SDCI Noise
Seattle Department of Transportation Y	Jack Bighorse Hannah Tyo	SDOT
Seattle & King County Public Health	Amanda Styer	SKCPH
Seattle Public Utilities	Pat Kaufman Gwen Bartholomay	SPU
WA State Liquor & Cannabis Board	Lt Robert Rieder	WSLCB
Office of Economic Development	N/A	OED
Special Events Office	Kiah Patzkowsky	CHAIR
Special Events Permit Specialist	Alex Mielcarek	SE
Special Events Permit Admin	Hana Peoples	SE

Additional Attendees:

- Alex Bosi, Chelsea Diaz (Insomniac Events), Ian Smith (Center Stage Industries), Bonnie Lackey, Alexander Scott, Geri Poor (Port), Marie Ellingson

Public Comment

- No public attendees

Roundtable/Announcements

- CHAIR: For PARKS and WSLCB, we have an application for a white party, splash in the park type of event in August. The event goes bring their own wine and then catering uncorks the wine. Is this something that can be facilitated?
- WSLCB: If it's a catered event, then no. If it is a banquet permitted event, that is the only way people can bring their own alcohol. It has to be a private event.
- CHAIR: A banquet permit would allow the bringing of alcohol?
- WSLCB: Yes, but it needs to be a private event. Having it in a park will be interesting.
- CHAIR: For the opening of bottles and checking IDs, how does that work?
- WSLCB: If it's a private event we know about then we can inspect.
- PARKS: There will be a catered sit-down dinner, but they are encouraged to bring their own alcohol. I'm assuming because there is catering, technically they cannot bring alcohol?
- WSLCB: Not under a catering license.
- PARKS: They have hosted this event 3-4 times. In the past, they have served alcohol.
- WSLCB: If they did have to bring their own alcohol, this is completely fine as long as it's sponsored by a nonprofit, which would make the caterer able to serve to the public.
- CHAIR: If alcohol is included in the ticket price, is that considered alcohol sales?
- WSLCB: If the licensee is the one is selling the tickets, then that is okay. If they are not licensed, that is not allowed.
- PARKS: Almost everyone uses online third parties now.
- WSLCB: I can get more details and how licensing views that.
- CHAIR: Thank you.

Review Previous Meeting Minutes

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

Meeting Minute Approval

- Vote to approve **May** minutes.
- Meeting minutes approved; All in favor, none opposed.

Day Trip – July 25, 2026

- EVENT: This year we expect the same logistics and attendance as last year. We will see around 10K attendees. Event hours from Noon to 21:00.
- EVENT: This year, we are 5 days total: 2 days for load in, 1 day for show and 2 days for load out. We are compressing this timeline a bit further than we did in years past, staggering production and infrastructure load in, early 5:00am load in start.
- PARKS: Please send me the schedule. Parks has solidified the turnaround road so you can make a loop and exit out the way you come in. Should make loading in and out easier. We also need to schedule a site visit and walkthrough.
- EVENT: Yes, we will touch base with you.
- EVENT: In regard to audio, we are re-thinking our deployment. We typically have delay towers that are mid-way through the crowd. We are now eliminating those. The sound will be limited to the stage. For the bass, will be running subs in cardioid mode to avoid errant frequencies, should mitigate the bass leaving our event to mitigate noise complaints, especially with

neighbors on NW edge of park. We have a third party coming in to measure and record audio levels.

- EVENT: What is the DB limit and the weight that needs to be recorded at and then if its averaged?
- SDCl: I can put you in touch with NOISE. They can get you the right information.
- PARKS: We can go up to 95 DBA. All of the complaints we get are the low end of the sound. When people's household items move, that is when we get complaints.
- EVENT: We will do less PA, so we are not worried about how high to keep it up, just to keep the noise controlled. The cardioid adjustment will be made.
- EVENT: We have started our large e-mail notifications to residents. If we could get more guidance on more contacts, we are working to expand the reach.
- CHAIR: DON has shared their e-mails for you to contact to get more information. You can also ask questions on your Eproval application with a comment. Our office is working on a poster for all of the major events happening in Gas Works Park.
- EVENT: We will have our hotline again on the day of the show. We have signs with this number at the event and included in our neighborhood notifications so neighbors can reach out to us.
- PARKS: We will put out a sign that says during the load-in and load out that people can still use the park. Additionally, we have the requirement for the 2x3 feet signs for people to see when they enter the park in 3 different spots.
- SDCl: If your stages are over 4 feet tall, engineering review will be needed. I think we are looking at a 6 foot stage height for that SL320.
- EVENT: We should have engineering finishing up the design in the second to last week of June.
- SDCl: You can start the preliminary application right away and that will help me get started with getting a site-plan.
- EVENT: The scenario for the public during our load-ins/loadouts, we are supposed to be leaving the playground areas open. Our biggest concern from a logistics and safety perspective is that we have a lot of trucks and large items. If a child were to run into this area, what would be the advice to keep the public safe but allow them to have access to the park?
- PARKS: The park as a whole needs to stay open but you will be allowed to have safety zones to keep people out. If you need to re-route people to the playground, potentially people can go through the back side. For most events, I encourage people to have spotters to keep an eye on a flow of people in and out.
- EVENT: Will consider safety/patron service aspect of communications rather than security first so people have a better understanding with talking points.
- PARKS: Recommend having a conversation with explanation for reasoning.
- EVENT: Any comments about our restroom situation? We want to deploy more portable ones this year.
- PARKS: Did we get any restroom access complaints last year? I did not get any. The park deployment ones were pretty good. We could also put one by the little cut out on the NW corner of the park where folks drive in and out.
- CHAIR: The notes I have are that having more on the West side of the park and a local business owner shared that attendees were constantly asking him to use his bathroom.
- EVENT: He replied to our notification letter, and we are working with him better this year.
- PARKS: That is great. On the Eastside as long as you are not blocking ADA parking access, you can place them there. We are closing the parking lot day of, right? That way we can manage rideshares.

- EVENT: I have felt good about the road closures. We will work with rideshare and bike & scooter companies on geofencing to mitigate traffic.
- SPU: I reviewed your waste management plan, and it looks great. Are you using re-usable materials for this event?
- EVENT: We are using a different concessions vendor for other summer events. For Day Trip, we are discussing with our vendor about re-use options. If there are any other entities other than Bold Reuse, please let us know and we can pass it on to our vendor.
- SPU: Great, thank you, I will connect with you after this meeting to share more info.
- WSLCB: Last year, the alcohol service was walk-around?
- EVENT: Yes, and this event is 21+.
- WSLCB: There might have been an oversight from us in allowing walk-around since there is no non-profit that owns the entire space, it is your company, Insomniac. There might be a required beer garden rather than walk-around. I just want you to be prepared for that.
- EVENT: We want to have a large single service area. This event is still being run through the Alzheimer's Alliance, a nonprofit.
- WSLCB: Because this event is Insomniac's event, licensing does not allow for walk-around event. They don't control the entire footprint of the event. It would require a beer garden permit.
- CHAIR: Could we have a sidebar convo about liquor? I can get that scheduled.
- WSLCB: Yes.
- EVENT: We will have our vendor on that call too.
- CHAIR: Thank you for taking the time to chat with us, we will have follow-ups with SDCI Noise and get the sidebar with WSLCB.

Seafair 4th of July, Torchlight Parade & Weekend Citywide Fee Discussion & Vote

- CHAIR: Because Seafair is a city-wide event, the fee is negotiated. Changes in fees pre and post pandemic, with the hopes of bringing prices back up to pre-pandemic pattern. In 2025, the Committee voted not to increase the fees for Torchlight because the shift from 4th Ave in Downtown to the Waterfront required less city resources.
- CHAIR: For 2026 options, consider a 2.7% increase across the board for all Seafair events. This percentage was the CPI that the Special Events Committee agreed upon. Also consider 2.7% increase in administrative fees and 5% for SPD labor fees, which matches how fees were adjusted for Special Events fees overall for 2026.
- PARKS: Aren't Seafair fees lagging behind other city-wide events?
- CHAIR: I believe that was between 2022-2023, when there was a significant reach in Seafair's finances that was out of their control. Fremont Solstice is the other event that we are actively trying to work with them to bring their fees back to pre-pandemic.
- PARKS: Should we be trying to get Seafair back to normal fees?
- CHAIR: Since we have been increasing Seafair fees in a reasonable manner from year to year, I would be hesitant to recommend a drastic increase in their fees.
- SDOT: I think the 2.7% CPI is a good guidance. Just as their costs are going up to put on an event, our fees are going up too. 5% would be very harsh but 2.7% is reasonable.
- CHAIR: SC could not be here today, but when I spoke with them, 2.7% for Admin and 5% on SPD was reasonable for them as well. It's consistent with what we've done for events generally.
- SDOT: We feel comfortable with that.
- PARKS: We agree with that. We are in favor of 2.7% for admin and 5% for SPD.
- SPD: With the new contract, we would like the 5% increase for the SPD part with this vote.
- **VOTE: All in favor, WSLCB abstained**

Other Committee Discussions

- CHAIR: I wanted to check in with folks about Pride Weekend. Do any of you need any assistance from our office.
- SDOT: We could do a sidebar, but we need to talk with OED about the Union Pride. They want to close some streets, but we don't feel it will work for office.
- CHAIR: Yes, let's sidebar.
- CHAIR: Alex in our office will be taking the lead for Pride events. Please reach out to Alex and if needed, she will bump things up to me.

Review Recent Events

Name of Event	Permit No.	Event Start Date
Ballard FC and Salmon Bay FC Home Games FIRE: Very organized and had everything in order when I came around to do my inspection	S2510547	05/15/26
Madrona Mayfair FIRE: Went very well.	S2610554	05/16/26
U District Street Fair FIRE: Overall, a great event, despite the rain.	S2510540	5/16/26
Catherine Blaine K8 PTA Auction	S2610546	05/16/26
West Seattle 5K Run/Walk	S2610552	05/17/26
17th of May Seattle Parade	S2610544	05/17/26
Chief Seattle Club Memorial Walk	S2610559	05/22/26
Eritrean Independence Day Celebration	S2610561	05/23/26
Massive Monkees Day	S2610555	05/23/26
Memorial Day Ceremony 2026 (Hing Hay Park) CHAIR: I'm curious how it went for SPD related to the rifle salute? SPD: No visibility on that, but I can get more info from West Precinct. CHAIR: Great, I'd love to get that info so we can improve for next year.	S2610565	05/25/26
2026 Torch Run (Special Olympics) SDOT: We did not receive any concerns. METRO: We also did not get any complaints. FIRE: It was a nice ending for the long run. It was not a huge crowd to welcome them.	S2610564	05/29/26
HONK! Fest Georgetown SPU: Both HONK! Fests went well.	S2610578	05/29/26
HONK! Fest Columbia City	S2610580	05/30/26
Westlake Park Happy Hour	S2510591	06/03/26

Anything Else

- SDOT: Is everything good with staging in Westlake Park for Pride Parade?
- PARKS: Yes, there has been some re-design with the park being larger.
- SDOT: More and more, we are seeing special events hanging banners across roads. From an SDOT perspective, that is not permitted. If you hear about anything, please let us know.
- CHAIR: Are we talking about across roads or across buildings?
- SDOT: It is going across the roadway for example on Greenwood.
- CHAIR: Are you working on an enforcement strategy?
- SDOT: We are trying to figure out who will enforce this and ask the organizer to take it down.
- CHAIR: I just want to thank everyone for all of your hard work with World Cup along with our annual events.
- SDOT: I'd love to work with Capitol Hill area events that would allow Capitol Hill events work together to create one centralized traffic control plan? Could they create a Capitol Hill Pride association like Pioneer Square does?
- CHAIR: Let me get with folks within OED if there is a way we can make this more cohesive.
- SDCI: Would this just be for streets? Maybe we could set up something just for neighborhood streets.
- CHAIR: There are some existing organizations in Capitol Hill. Let's discuss this in the off season.

ADJOURNED