

Special Events Committee Meeting Minutes

August 13, 2026

Via Microsoft Teams Meeting

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	N/A	Citizen
Department of Neighborhoods	Donna Hartmann-Miller Myriam Leon	DON
Finance and Administrative Services / Consumer Protection Division	N/A	FAS / CPD
Finance and Administrative Services Licensing	Toner Eren	FAS
King County Metro Transit	Camilo Penuela Mya Camarillo	METRO
Mayor's Office	N/A	MAYOR
Parks and Recreation	Carl Bergquist	PARKS
Seattle Center	Gretchen Lenihan	SC
Seattle Fire Department	Lt. Jamie Scott Lt. Deborah Williams Dep. Chief Eddie Nelson	FIRE / SFD
Seattle Police Department	Lt. James Sather Ofc. Jonathan Kiehn Sgt. Sage Farwell Sgt. Jason Dumholt	POLICE / SPD
Seattle Police Department/Traffic	Lt. 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 Hannah Tyo	SDOT
Seattle & King County Public Health	Amanda Styer	SKCPH
Seattle Public Utilities	Pat Kaufman	SPU
WA State Liquor & Cannabis Board	Kalynn Gubbe	WSLCB

Office of Economic Development	N/A	OED
Special Events Office	Kiah Patzkowsky	CHAIR
Special Events Permit Specialist	Alex Mielcarek Sarah Ly	SE
Special Events Permit Admin	Hana Peoples	SE

Additional Attendees:

- Justin Zhang, Jay Lazerwitz (Roosevelt Neighborhood Association), Yoon Kang-O'Higgins, Michael Johnson, Mark Meuter, Marie Ellingson, Alex Harding (Friends of the Waterfront), Tiffani Melake (Waterfront), Rosie Courtney (Port of Seattle), Bonnie Lackey

Public Comment

- No public attendees

Roundtable/Announcements

- PARKS: I will be on vacation for the first two and a half weeks of September with no backfill so responses will be slow. Urgent issues can be brought to Lisa Nielsen.
- FIRE: For the Gas Works Event, fire performers get an annual permit, and they have to notify us of each event.
- PARKS: For Parks events, should I check with you on the dates?
- FIRE: Yes, check in with SFD and we give approval.
- DON: We are fully staffed with Neighborhood Specialists and have changed our regions. Adding their names to the chat.
- CHAIR: So glad to hear you are fully staffed. I look forward to working with you all.
- CHAIR: This fall, during the second half of October, we will be hosting another Open House with the SE Committee so event organizers can ask us questions. No intentions to do any presentations, more like a meet and greet. We will reach out to you all with times and hoping one person from each agency can join. We also intend do another one in the spring and that one will have a presentation element.
- CHAIR: I would also like to discuss the opportunity to plan a quarterly Special Events virtual office hours to give event organizers time to ask us questions.
- CHAIR: This February, I am intending to go to back to the Municipal Special Events Conference. I went earlier this year; it was phenomenally helpful to talk with people who do our work across the country. I would love to have other Departments to join me. I will send out an email to our committee members. It will be held in Knoxville, TN next year.
- SDCI Structures: Are there any Eproval updates on feedback?
- CHAIR: I am planning to gather feedback from event organizers and committee members to share it with the Eproval team in the next couple of months to adjust the application where needed.

Review Previous Meeting Minutes

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

Meeting Minute Approval

- Vote to approve **June 2026** minutes. July 2026 meeting was cancelled.

- Meeting minutes approved; All in favor, none opposed.

Rooted in Roosevelt

- EVENT: Event is an annual celebration for all ages and highlighting the Roosevelt neighborhood's community, small businesses, organizations and artists. Before 2025, we did not have a Roosevelt community-wide festival since 2020. Last year over 1,000 people attended the festival. Last year, the festival was partially funded through the DON Small Sparks Grant
- EVENT: This year, we have 18 confirmed booths and sponsors, 9 community organization booths and clothing swap and children's play area.
- EVENT: Last year, we were in a parking lot but this year we want to be in a more central location. This year we are hoping to utilize space around Roosevelt High School. We have support from the school and the Central Line Apartments building near the stage. We are maintaining 20 feet unrestricted access lane all throughout NE 66th St. Bounded by to the right which is 14th Ave NE and then to the left is Brooklyn Ave. The stage is on 14th Ave NE. We are only requesting closure about 60 feet S from the intersection from 66th up to the garage of the Centerline Building. With this layout, fire hydrants are still accessible on NE 66th St.
- EVENT: We'd also have electrical hookups coming from Centerline who approved us to use their electrical outlet.
- CHAIR: Seattle Fire, any initial thoughts on the stage?
- FIRE: Stage placement looks good. No issues at the moment.
- CHAIR: Are there any concerns that it spans a majority of the width of 14th? Is it feasible on event day that for the Centerline Building, access will need to come from 65th NB?
- FIRE: We will reach out to the Fire Station up there that access will be better from 65th. We can use the fire lane if needed off the main strip too.
- CHAIR: Any questions from other Departments?
- SDOT: I am a little leery of the tightness of the 30 foot right away and 20-foot fire lane and 10 ft canopies. Rarely do canopies measure out that way. With the limited access on 14th and 66th is one-way. It will be imperative that we have the minimum of 20 feet.
- EVENT: If we could move the canopies partially on to the sidewalk, would that be an acceptable solution?
- SDOT: 20 foot is a fire requirement, and we need to consider which direction people are coming to the canopy. I'm assuming it's the street-side. We don't want hazards with the canopies partially on the sidewalk and on the street.
- CHAIR: When things are getting set up, making sure the canopies are tight up against the curb so that fire requirement is met.
- EVENT: We can make that work.
- SPD: What sort of barricades are you using do you need any staffing from us?
- EVENT: I think we are planning to use sawhorses to close off the streets. And no SPD assistance is being requested.
- SDOT: The requirement is type 3 barricades, and they are larger than sawhorses, but they are not car stoppers.
- CHAIR: As this is a community event, SDOT will create a Traffic Control Plan (TCP) will show where the barricades need to be and any other no parking related signs. They will post that on Eproval. You will also share the TCP plan with the company you choose to rent the barricades from. If you need help with contacting a barricade provider, we can assist with that.
- EVENT: Has the traffic control plan been uploaded yet?

- CHAIR: SDOT, do you have an ETA on the TCP? I think you are finalizing them about two weeks out from events. Is that still accurate?
- SDOT: Yes.
- EVENT: Are there any other traffic concerns?
- SDOT: You will need to put advanced warning signs out and no turn signs, things of that nature. We have an example of a TCP on the Special Events Office website.
- SPD: Staffing needs? Meridian car barriers?
- EVENT: We did not initially think we needed staffing. If you recommend it, we will take it.
- SPD: Because it is a community event, we just go from what you request. Based on your request and how much staffing we have available that day.
- CHAIR: I can help facilitate a conversation if you would like SPD there. On your application, you did not request SPD presence.
- CHAIR: Any vendor questions?
- FAS: For the application itself, only 20 vendors, so we don't need a regulatory trade show license, just a vendor list. That includes infrastructure support, sound, security, trash pickup.
- EVENT: We are on the cusp of 25 vendors. We have some community booths.
- FAS: The instructions include how to organize and define the vendor. I can also help sort out them out.
- EVENT: I read that there was a fee for non-licensed businesses. That is just charged to the Neighborhood Association?
- FAS: It's a regulatory license and that is attached to the business license for the Roosevelt Community Association. Also, on a side note, I sent an e-mail to Nathaniel Henry. The contact you gave me for vendors. Please make sure he sees it and responds.
- EVENT: Could you forward that email to me? He is busy with a new baby at the moment.
- FAS: This is an email that I can't forward to you. He would need to check it or if you want to have another contacted listed for the business license account.
- EVENT: Okay, I can reach out to him.
- FAS: Thank you.
- EVENT: Final question, would this event set up work for future years? We want to find something that works for everyone.
- CHAIR: If there are agencies attending in person, please make notes of what works and what doesn't for future layouts.
- EVENT: Thank you.
- DON: We will send out an email about neighborhood notifications.

Waterfront Block Party

- CHAIR: Tiffani, since you need to leave early, if you wanted to bring up any concerns at the beginning.
- WATERFRONT: I don't have any concerns, I know we are expanding from Pier 62 to 58 and the Salish steps. My biggest thing is the meridian barriers. Hoping to have some at the Aquarium Plaza and the intersection or driveway entrance and the one by Pier 58.
- CHAIR: Lt. Sather, did you catch those locations for meridian barriers?
- SPD: We need the locations and then can send them up the chain of command.
- EVENT: Thank you, we can get the locations to you.
- CHAIR: Tiffani or Yoon, if you have a map of those locations, could you share it with us.
- EVENT: Yes, no problem.

- EVENT: This is our 5th year of having this event but first year as a fully open 20-acre park. We don't usually submit a special events permit. However, in light of the incidents that occurred at Seattle Center, we knew it was the right choice to make sure that safety was the highest priority.
- EVENT: We will be at Pier 62 for the Mainstage & celebration hub. We will also be at the Salish Steps for community and participatory events. At Pier 58 we will have cultural dance performance. Salish Steps will be open, and Pier 62 will have a perimeter and main stage, security check, will have Axis Security roving.
- CHAIR: Let's start with public safety. You will have Axis Security there. There is also a request for SPD presence. Could you talk through what you are looking for from SPD?
- EVENT: We are estimating about 40,000 people. The meridian barriers are an added component in light of events at Seattle Center. We are hoping to have an extra set of eyes to monitor patrons of event in addition to contracted Axis Security.
- EVENT: We were hoping to have 5 additional officers for activations on Pier 62 and another 5 at Pier 58 to have eyes on people coming in and out. We felt that the FIFA activations there worked really well. We were hoping to have something similar, maybe not as dramatic.
- CHAIR: That day is very busy for many events happening around the city so adding in that context for SPD.
- SPD: You went through that quickly, any chance to get maps? There is a lot going on that day, so we want to make sure we get staffing set. We usually ask for 30 days out for staffing requests and this application was delayed. Also, hoping to know where you wanted meridian barriers.
- EVENT: It was a little bit of a delayed application. We want awareness for the city and doing what we could to request support. We understand resources are limited.
- CHAIR: We can send along the resources via Eproval. Waterfront is a unique space and Seattle Center, has a lot of procedures in place for SPD presence at their events. Waterfront does not currently have those procedures in place.
- SC: Given the number of people you are anticipating, please put together more of a comprehensive security plan. I want to flag, who is your Public Safety Manager? Please have someone in mind dedicated to this.
- EVENT: Understood. We are taking this seriously. We have a good plan with Axis Security and have a security meeting scheduled next week to make jurisdiction and responsibility is clear.
- CHAIR: If it's helpful to have a sidebar conversation on this for layers of response, I can help facilitate there.
- EVENT: Thank you, we appreciate that.
- SC: During FIFA, related to the Waterfront. The vehicle intrusion strategy and process are a very real thing. How do we make that a thing we plan to do at a certain threshold? We will need to discuss this.
- CHAIR: That sounds like a Fall Winter question. We can create a template then.
- SC: Sounds good.
- CHAIR: Let's move to alcohol service.
- EVENT: We will have a secure beer garden around Pier 62.
- CHAIR: Any questions or concerns from WSLCB?
- WSLCB: No concerns, but do not want to speak on behalf of enforcement.
- CHAIR: We can tackle any questions outside of this meeting.
- CHAIR: No public rights of way as far as roads are concerned are being closed for the event. I would imagine with 40,000 people expected, there will be heavy use of sidewalks in the area.
- CHAIR: There will be a cruise ship in at Pier 66.

- PORT: I will have sidebar convos with Friends of the Waterfront regarding leading people to Myrtle Edwards and Centennial Parks. The other topic was regarding letting Police know the final locations of the vehicle barriers and the weapons detection equipment.
- CHAIR: Thank you.
- PORT: Also, will there be any lane closures on Alaskan Way that morning for load in and load out?
- EVENT: No.
- FAS: I wanted to confirm that you have 9 vendors/participants. Is that still, correct?
- EVENT: It will be a little over that because the list we submitted only had food, but I will get the other vendors added in.
- SPU: I did not see any notation of food waste. That is a requirement.
- EVENT: The food trucks deal brings their own compostable bins.
- SPU: I recommend replicating what Seattle Center does for events. Be prepared to do compostables and recyclables collection all the time, everywhere, as much as possible. It's not acceptable to just have food trucks collect waste only – everything that's served becomes event's responsibility so collection system should be part of entire park's setup. Happy to provide you with resources and reach out to Seattle Center to borrow bins.
- EVENT: Thank you.

Review Recent Events

Name of Event – World Cup-Related	Application ID	Event Start Date
Seattle Soccer Celebration Barge CHAIR: It was very much a tight turnaround. PARKS: We had problems with restoring the pier after the event. CHAIR: Noted, we can discuss outside of this meeting. FIRE: Occupant load and security went very well. SPU: No recycle or compost bins were in place. Overall, poor execution of recycling and composting.	#1308	6/8/26
Hometeam World Cup Viewing Parties FIRE: There was the obvious overcrowding, depending on which teams were playing. It was a great environment for fans; there were also other activities happening that added to the overcrowding. Taking up seats, early arrivals. There were security issues. We tried to work through this with Hometeam. CHAIR: I don't think any of us anticipated how popular Pioneer Square would be. We now know what this looks like, and how to manage crowds of that size. I appreciate the Committee's help	#1498	6/10/26

with tight turnarounds and pivoting to find crowd control solutions. FIRE: The stage that they set up for cultural performances was great. SPU: Recycle and composting bins were not properly placed. Connors & Co had no plan for waste coming from the food trucks in Pioneer Square on gameday. Area city bins and alleys were piled high, by game three, more city bins were placed and city staffing added to address lack of an event plan.		
Watch Parties at Westlake Park	#1522	6/10/26
Octagon Watch Party	#1674	6/11/26
FIFA Hotel Load Zones	#1588	6/12/26
Pitchside at the Square	#1675	6/15/26
FIFA Marches to the Match	#1803	6/15/26
Match Alley – Gantry Public House	#1883	6/23/26
Gather for Goals World Soccer Match White Center	#1584	6/26/26
Ballard Pride Kickoff Watch Party	#1366	6/26/26
Name of Event	Application ID	Event Start Date
2026 Dragon Boat Festival PARKS: They were very receptive to changing event locations due to the rehabbing of the park. CHAIR: Event is great to work with.	#1288	6/12/26
Stimson Mansion 125th Birthday Block Party	#1663	6/13/26
Second Saturdays on the Block	#1421	6/13/26
Taco Time Volunteer Park Criterium	#1510	6/13/26
Georgetown Carnival	#1385	6/13/26
Furry 5K Fun Run & Walk	#1521	6/14/26
Lake Union Concerts – Multiple PARKS: They have been doing great at Gas Works and discouraging people from accessing the water. The producer needs to add 50-100 feet of orange cyclone so that people can't access from the bottom of Kite Hill. CHAIR: Have you shared that with Erik? PARKS: Have not had the chance. CHAIR: We can help with that. We got feedback from the community, people are parking on Eastlake, we made the organizer aware of that,	Various	6/17/26

organizer is sharing more info with attendees to be respectful of where they are parking. FIRE: People were coming from all over and queuing in an unsafe manner, the numbers got big. It is limited and crowded how they enter the water.		
Safe Summers METRO: We did not get No Parks for this event. CHAIR: Thank you for flagging that for the committee.	#1738	6/17/26
JamFest	#1544	6/18/26
CID Summer Kickoff	#1666	6/18/26
Juneteenth Freedom Fest Rally PARKS: Very late payment for their parks permit. FAS: Recurring issues with organizer not liaising with FAS. PARKS: It's an annual event but rotating staff create challenges with implementation. CHAIR: Our office will invite those organizers to come to Fall Open House and do a deep dive into our processes.	#1314	6/19/26
Juneteenth Skate to Freedom	#1393	6/19/26
Fremont Fair	#1267	6/19/26
Fremont Solstice Parade FIRE: They did a change to their exit for bikers. SPD was there and it seemed like all went well. Layout was appropriate.	#1336	6/19/26
SLU Summer Solstice Night Market	#1595	6/20/26
Shaq	#1732	6/20/26
Parke Diem PARKS: Their bass was an issue, and I've spoken to the event organizer.	#1567	6/20/26
Mount Baker Summer Festival	#1413	6/20/26
Midsummer Fantasy Ball	#1617	6/20/26
Uptown Arts & Culture Coalition Street Party	#1551	6/21/26
Cherry Street Farm Grand Opening	#1713	6/22/26
The Seasonal Table FIRE: They have a lovely event they have going on there.	#1615	6/24/26
Pride Weekend: Massive Pride, WorldStunt, Union Pride, Popsicle Party, Queer/Pride Festival, Cuff Pride, TransPride	Various	6/25~

Seattle, Wildrose Pride Unicorn Pride, Julia's on Broadway, Pride Deadlift Party, Run & Walk with Pride, Corvus Broadway Pride, The Wash Pride		
Capitol Hill Pride March & Rally	#1769	6/27/26
Seattle Pride Parade	#1301	6/27/26
Seattle Marathon Summer Events	#1496	6/27/26
Seafair Pirates Alki Beach Landing	#1443	6/27/26
Greenwood Car Show	#1545	6/27/26
Greenwood Seafair Parade	#1576	6/27/26
Seafair 4th of July PARKS: Went better for the parks they were in this year. Grounds mentioned that it was the best clean ups they've had in recent years. SDCI: We got inspectors out to look at the sky box captains and the start and finish lines. We got a permit out for temporary construction. The engineering was a bit lacking. Suggest earlier application through SDCI, encourage better drawings of ballast for two-story viewing platform FIRE: Concerns around lack of extinguishers so we were able to send them out. It helped as kids started doing sparklers on the dry grass. Parking is also a big issue there.	#1684	7/4/26
West Seattle 4th of July Kids Parade	#1561	7/4/26
Seattle Tennis Club 4th of July FIRE: They said their show went well and they use a pyro company from Portland. Thank you, SPD and Harbor Patrol for your assistance.	#1312	7/4/26
Somali Independence Heritage Festival	#1754	7/4/26
RnB and Ribs FIRE: Overall went well. A lot of the vendors were from Facebook Marketplace. I had to do a lot of on-field permitting for their use. Everything else went well.	#1733	7/5/26
Hub and Spoke – Meet in the Street	#1635	7/6/26
Downtown Summer Sounds	#1608	7/9/26
Volunteer Park Summer Series	#1649	7/9/26
West Seattle Summer Fest	#1563	7/9/26
Ballard Music and Seafood Fest CHAIR: They had major issues with PEOs and signage. We are having conversations with SPD, Parking Enforcement and SDOT to how to	#1338	7/10/26

improve systems, including interpretation of signage.		
North Helpline 2026 Block Party	#1623	7/10/26
Madison Park Children's Parade & Picnic	#1695	7/11/26
Byrd Barr Place Block Party FIRE: We need to work with them on stage placement as it was blocking fire access.	#1320	7/11/26
OCRA Rivkin Family SummeRun	#1693	7/12/26
Microsoft MCAPS Start 2026	#1872	7/13/26
20th the Annual Bastille Day Celebration	#1698	7/14/26
Indian Days Powwow PARKS: They got their application in very late. FAS: Lots of follow-up information sent; organizer changed from previous years. CHAIR: Yes, it was week of that they got their application in. Thank you everyone for your cooperation.	#1943	7/17/26
Alki Art Fair	#1455	7/17/26
2026 Nordstrom Block Party	#1686	7/17/26
Uwajimaya Natsu Matsuri	#1696	7/17/26
Bon Odori Festival	#1552	7/17/26
West Seattle Grand Parade SDOT: Thanks to SPD for some changes that had to be made last minute. We will probably see a dispersal change for next year's parade.	#1712	7/18/26
CID Celebration	#1802	7/18/26
Queen Anne Helpline Run for Home	#1575	7/18/26
Chamber Music in the Park	#1311	7/18/26
Italy Under the Stars FAS: They need more education on event organization. A lot of changes in what they wrote in their application versus what they did. CHAIR: I did a walkthrough with them, they do want to do more events, including in October, I will continue doing education with them and what expectations are. FAS: I would love to join you on a future walk through. SDOT: A reminder: If it is a commercial event not open to the public, TCP must be made by the event.	#1789	7/18/26
Float Dodger 5K	#1534	7/18/26

2026 Games in the U-District	#1452	7/18/26
Seafair Triathlon	#1429	7/18/26
ReUnion on Union Rally FIRE: That was a positive event. All went well with fire lanes, and we had a good run-through. METRO: When there is an event closing Pine and we need to turn off trolley wires, turn is challenging for coaches especially with bike lane addition since the wire was originally installed. Have placed a supervisor here, would look for assistance to help with this turn for future events.	#1824	7/19/27
Chinatown Seafair Parade	#1577	7/19/26
Bite of Seattle Curb Use SC: We hope to have a conversation in the fall with OED and SDOT to address double booking and usage of festival curb use and music parking. We can dive into this in the offseason.	#1736	7/20/26
Amazon Bring Your Kids to Work Day	#1705	7/22/26
Pike Place Market After Hours "The Night Shift"	#1793	7/24/26
Fat Salmon Open Water Swim	#1333	7/25/26
Justice for Lorenzo, Justice for Johan. National Day of Action and Accountability	#1969	7/25/26
Forest for the Trees	#1625	7/25/26
Day Trip Seattle PARKS: Bass issues and no access to playground. CHAIR: They shared decibel levels, but we also got complaints. DbA does not measure bass. PARKS: There was improvement on amplified sound reaching Queen Anne, but it seemed to increase for Wallingford and Eastlake.	#1614	7/25/26
Seafair Torchlight Parade	#1488	7/25/26
Seafair Torchlight Run	#1844	7/25/26
St. James Cathedral Parish Picnic	#1742	7/26/26
Pista sa Nayon PARKS: They did better this year.	#1747	7/26/26
Canoe Journey 2026 Paddle to Nisqually PARKS: They paid for their permit very late and very hard to get in touch with due to event managers participating on the water.	#1621	7/29/26
Seafair Weekend Festival at Genesee Park PARKS: Overall, they did well. They did leave leftover fuel past their contract.	#1415	7/31/26

Magnolia Summerfest & Parade PARKS: They ended up not moving equipment from the fields until Monday, which affected a summer camp that day.	#1359, #1511	7/31/26
Shoestring Circus SDCI: They had a structure permit, and all went well.	#1715	7/31/26
Umoja Fest Rally & Parade PARKS: Communication challenges and paid their permit late.	#1899, #1486	8/1/26
Lake City Free Summer Festival & Parade DON: We received noise complaints about cannons. If someone can connect with me on the response to this. CHAIR: I will connect with you outside of the meeting. FIRE: I can assist with this too.	#1728, #1262	8/1/26
Seattle Boba Festival	#1785	8/1/26
Greatest Party Known to Humankind (GPK)	#1772	8/1/26
Capitol Hill Block Party CHAIR: From conversations I've had, seems like things went well overall. FIRE: Yes, it was very organized. A good flow inside the footprint and good vibes. CHAIR: SDOT flagged that they would like the organizers to more fully include their load in needs. There was some last-minute troubleshooting to facilitate load in activity from Broadway, which impacted the bike lane.	#1293	8/7/26
Fred Hutch Obliteride PARKS: Their amplified sound was better managed this year.	#1397	8/7/26
What's Good Hillman City Block Party	#1434	8/8/26
Seattle Street Sports Showdown	#1857	8/8/26
Reuben's Brews Anniversary Party	#1924	8/8/26
Thayú Festival PARKS: Completely disorganized event and they paid very late. We need to have a meeting with them. CHAIR: We got that permit out around 10:30 PM the night before.	#1690	8/8/26
SOPASUPA	#1815	8/8/26

FIRE: When we got there, organizers were concerned due to ICE agents in the area and impacts their presence had on event patrons. Some event vendors left. Community came out and had their whistles to support those in attendance.		
Duwamish River Festival	#1660	8/8/26
Jacquelyn Duncan Resource Street Fair	#1662	8/8/26
Tasty Tunes	#1741	8/8/26
Lake Union 10K	#1383	8/9/26
Othello Park International Festival	#1499	8/9/26
Google Commute Expo	#1777	8/12/26

ADJOURNED