

Special Events Committee Meeting Minutes
September 11, 2019
10:00 – 1:00pm
Seattle Municipal Tower, Floor 16, Room 1600

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Tom Anderson	Citizen Representative
	Lisa Fraser	Citizen Representative
	Oliver Little	Citizen Representative
Department of Construction & Inspections	Tony Jagow	DCI Noise Abatement
	Jessica McHegg	SDCI
Department of Neighborhoods	Angela Ray	DON
Finance and Administrative Services	Not Present	FAS
King County Metro Transit	Cheryl James	Metro
Parks and Recreation	Carl Bergquist	Parks
Seattle-King County Health Department	Rosemary Byrne	Health
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Not Present	SDOT
Seattle Fire Department	Tom Heun	FMO
Seattle Police Department	Chris Kelley	Police
	Lt. Phil Hay	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Meli Darby	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Not Present	WSLCB

Additional Attendees: A/C Steve Hirjak – SPD, Luke Sillonis – DSA, Chris Levy – Macy’s, Lisa Miller – Montlake Turkey Trot, Sharsti Sandall – Montlake Turkey Trot, Ashley Lee – Orca Running, Mike Stewart – Ballard Alliance, Kiana Bullo – Ballard Alliance, Ashley Moise – Arthritis Foundation, Jared Loranger – Fizz Events, Louise Long – Seattle Marathon, Becca Shim – Seattle Marathon, John Kokes – Seattle Marathon

Note: As always, these are "raw minutes notes" based on the discussion of the 9/11/19 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Post-Event Evaluations/Comments:

DATE	EVENT
Aug 14, 21, 28	Happy Hour in the Park – Occidental <ul style="list-style-type: none"> No issues, very well attended Hired a few off-duty police officers which helped out with the crowd
Aug 15	Love All Animals
Aug 16	Glowchella 2019

	<ul style="list-style-type: none"> No issues from Parks or SDCI Noise Abatement
Aug 16-18	<p>Seattle Hempfest 2019</p> <ul style="list-style-type: none"> Scheduling a larger debrief with organizers and agencies Overarching SPD had no issues; SPD command post location was perfect SPD monitored queuing from the south for impacts; No large impacts Parks didn't hear any complaints from the vendor queuing Special Events received feedback from bicyclists and pedestrians about the detour, photos from citizens about the queuing from north to south, and parks and path damage No noise complaints SFD was on site; Crowds looks like getting smaller, but no capacity issues
Aug 16	Sunset Supper: Food, Wine and Beer Exhibition at Pike Place Market
Aug 17	<p>Belltown Block Party</p> <ul style="list-style-type: none"> No issues from SDCI Noise Abatement; Acquired TNV in a timely matter Organizers brought in equipment to record off hours sound; SDCI Noise Abatement will only review it if there is a complaint; There will be a sound bite attached and can tell if it was crowd/vehicle noise or violation
Aug 17	Big Day of Play
Aug 17	East Precinct Picnic
Aug 17	Emerald City Open Water Swim
Aug 17	South Lake Union Aloha Night Market
Aug 17	The Lagunitas Beer Circus
Aug 17	TMBC Community BBQ
Aug 18	Greaseball
Aug 20	Doggie Days 2019
Aug 21	Go for Gold Chairmen
Aug 22	<p>Swedish Informational Picket</p> <ul style="list-style-type: none"> No impacts Came in late and a lot of movement on location regarding where they could picket due to transit service, bike lanes, and traffic impacts Ironed out by committee in an unorthodox way; Original request denied then approval
Aug 23-Sep 5	<p>Bumbershoot Staging and Production [Street Use]</p> <ul style="list-style-type: none"> No issues with the street use During the event, there was an incident Saturday night where the stage barricade collapsed; Medical incident indicated 24 minor injuries and 4 transports Police and Fire response were fantastic; Resources were on site ready to help City response to the event was really good, SFD and SPD were able to secure Fisher Pavilion and lawn, so the response could take place; The rest of the festival continued on campus DON mentions that event is not as popular as before; There is a decrease in attendance; Attendees are very concentrated in a certain demographic

	<ul style="list-style-type: none"> • Overall from productions and operations, the festival was well done, and patrons had a good time • A few sound complaints from the neighborhood during sound checks, Seattle Center and organizers worked with the sound company to adjust pre-event; Worked well with new sound company
Aug 23-24	West Seattle Beer and Music Festival
Aug 24	A/E/C Charity Kickball Tournament
Aug 24	Belltown Crush <ul style="list-style-type: none"> • SFD didn't receive a vendor list; There was an issue on site, organizer was helpful to fix on site
Aug 24	Immunoversary Party
Aug 24	Loyal Heights Community Center Tasty Tunes
Aug 24-25	Seattle Design Festival Block Party
Aug 24	Seattle Marathon 5K/10K and Kids Fun Run
Aug 24	Summer SMASH - Charity Concert at Seward Park
Aug 25	"March to the Match" for Mariners Washington State Recovery Day
Aug 25	Amazon Presents: Concert at Pike Place Market <ul style="list-style-type: none"> • SPOC everything went pretty well; There were some cars still parked in the footprint, some traffic enforcement there could be helpful to move vehicles; Staffing resources were coming from another event • Live soundcheck at 4pm so public thought the event was starting • No issues with the crowd and traffic control
Aug 25	Cultural Health and Wellness Festival <ul style="list-style-type: none"> • Lt. Smart went and visited event on site; The event should be reviewed; It was hard to get organizers to acknowledge what was going on and figure out who was main contact • There were vendors that were cooking, and the organizers didn't know they needed a permit • There was an enclosure that wasn't supposed to be there • Lt. Smart can provide after action report
Aug 25	Park to Park Swim
	Elizabeth Warren Rally <ul style="list-style-type: none"> • Permitted on campus at Seattle Center • Overall went pretty well aside that it ran really long • Successful event, very well attended; Candidate was out there until 8:15pm • 3 other labor-intensive staffing events which caused SPD staffing impact • In hindsight, Senator Warren stayed out with everyone outdoors, we should have moved to somewhere a little less vulnerable; Large crowds in the open adds safety and security issues • Large crowd in the outdoors is hard to protect from SPD perspective • At Seattle Center, there was a major load in for the weekend festival, so other venues were not accessible • MO thanked everyone for pulling event off
Aug 30-Sep 2	PAX WEST 2019 - 9th Ave [Street Use] <ul style="list-style-type: none"> • A lot of traffic congestion; Several street closures for queuing • Mitigated impacts to use part of the traffic lanes, on 9th; Don't think organizers activated 9th

	<ul style="list-style-type: none"> • SPD will want a debrief - there were impacts to traffic including one traffic officer assaulted at a traffic post • SPD will want to upstaff for next year • For Metro, there is no layover in CPS; Metro can move some of the coaches but can't clear out all of the coaches due to the construction downtown; Going forward that are some of the issues for Metro
Sep 6-7	PAX WEST 2019 [Street Use]
Aug 31	ENAT Empowering Ethiopian Women and Family
Sep 1	Sounders FC March to the Match <ul style="list-style-type: none"> • Another issue with smoke used during the march, Capt. Powell is working with that issue
Sep 4	Protest Carnival's Climate Pollution
Sep 6	Alki Beach Sunset Run <ul style="list-style-type: none"> • For Metro, if event will be on Friday afternoon, requesting start time moved back 30 mins • Event coincided with the 35th and Avalon closure • 3 buses and the Water Taxi service were impacted
Sep 6-7	Cider Summit Seattle <ul style="list-style-type: none"> • Parks had a problem with load in but worked it out
Sep 6	HRS Back to School Block Party
Sep 6-8	San Gennaro Festival
Sep 6	UW Husky Marching Band Rally
Sep 7	Cycle the WAVE
Sep 7	Kickball Without Borders Fundraiser
Sep 7	Lake City Business District Celebration <ul style="list-style-type: none"> • DON heard it was a great event, event originally set for August but pushed to September
Sep 7	Reuben's Brews Anniversary Party
Sep 7	Van Haven V
Sep 8	Angel of the Winds Party Pit (9.8)
Sep 8	Celebration of the 70th National Day of the People's Republic of China Parade <ul style="list-style-type: none"> • Concerned about counter protesters; There was a small group of counter protesters, but they were peacefully laid out • Shortage on signage on the alley ways, communication issues with SDOT and supply vendor • SPD plan had alleys covered, but the signages were not there • TCP was issued timely
Sep 8	Corson Building Wedding
Sep 8	Women of Wonder 10K & 5K

Meeting Minute Approval

- Amendments to the debrief of Seafair Torchlight Parade; The traffic impacted affected Gates Foundation Garage and 5th and Harrison Garage
- Meeting minutes approved as mended

Applications Review / Discussion

Event: Montlake Turkey Trot
Date(s): Thursday, November 28, 2019

Location: Arboretum, Montlake
Organizer(s): Sharsti Sandall, Lisa Miller

Event Notes:

- 4th year doing event
- Event grows about 250 people each year; In 2018 5K was 900, kids' race was about 200
- Looking to have event work out safely and have least amount of impact to the neighborhood since it is a growing event; Organizers did talk about limiting the growth, but talked about managing the growth with the traffic and safety plan
- Benefits the food bank
- Street closures for 2019 not very different, previous years, starting and queuing towards 24th St; Organizers don't feel very safe queuing near the busy street
- Flipping the route to go south, queuing will go towards 25th into the residential neighborhood
- Having 2 separate start and finish can help with crowd control also helps start the kids race in a timely matter
- Potentially creates a block in for some of the neighbors – about 50 houses in the loop; If growing the race and queuing then will impacting more neighbors
- The intersections will have traffic marshals and will allow movement for the neighbors, hard closure will be E Lynn and Newton
- Start done in waves in the past, haven't decided what they will do yet for this year; Course they will thin and make a narrow start
- Arrival begins at 8:30a; First run at 9:30am; Kids run start at 10:30am
- By 10:30am the queuing will be eliminated
- Neighborhood and community event; Feeling like the neighborhood enjoys event and activation
- After comments, organizers will open registration with a default that will go back to last year's numbers; Will cap the registration

Committee Discussion:

Chair – Foresee revisiting when SDOT liaison is back in the office

SPD – Thanksgiving Day event; SPD would ask officers to come in for street closures; Organizers will have an emergency coordinator for marshals at command post and can radio to all of the traffic marshals, no private or paid security; Approximately 1sgt and 6 at the event for 2018, SPD showed up late, had to hold the race to have LWB closed; There are certain places for traffic and inside the arboretum for posts – in case something does happen, what resources will be there for a response; Participants mostly residences in the area, Greek church and elementary school will help with the overflow of parking; Suggesting looking at potential to queue for start/finish in the arboretum

Parks – There are spaces in the arboretum, but parks wouldn't want queuing inside of the arboretum; Mostly on the hard path, so no issue with the 5K, for the kids route a little more difficult since not all on hard surfaces for route; Kids race will need a deeper dive for the route (1mile course) due to thinner and delicate trail; Parks can look into Washington Park availability

SFD – Fire isn't able to approve Lynn St as it is now, needs to have 20 ft fire lane; Organizers will verify width, between the tents and the other side would be 20 ft; SFD will need to look to approve, also will need to see the distance between portable toilet and tent

Metro – Good with it, 24th Ave is the 48 routing which runs on Sunday schedule

DON – 25th as a residential street, will need to make sure doing notification; Requiring all neighbors directly impacted be notified and obtain signoffs; The residences on 25th will need to know about the queuing

Event: My Macy's Holiday Parade & Star Lighting and Fireworks
Date(s): Friday, November 29, 2019

Location: Downtown
Organizer(s): Christopher Levy

Event Notes:

- 29th annual holiday parade
- 56 entries which include marching bands, vehicles, floats – 2 traditional floats, rest are inflatables mounted on golf carts
- Begin load-in at WSCC on Monday; Wednesday bring in floats, rent golf carts and assembled in WSCC; Friday morning arrive at WSCC at 5am; SPD has bomb detection sweep
- 6am barricades along the route stalled; VIP seating staged between Pine and Olive – 250 seats, 3 rows
- Macy's has standby EMT onsite staged by the Paramount
- 30 mins for an entry from start to finish; Parade starts at 9am; Santa arrives at Macy's approx. 10:30am
- As the parade concludes, participants go on Olive and then have police escort to convention center
- Parade route begins at 7th and Pine, to 5th Ave, south to University, to 4th Ave, north on 4th Ave to Macy's
- Staging between 7th and Boren, drill team and other staging on 7th Ave and 8th Ave; Historically used 9th Ave, in 2018 there were restrictions due to construction
- Will staging on 7th Ave and 8th Ave as well as the traffic lane on Olive; As the entries move, will then have the staging go to 8th Ave

Committee Discussion:

Metro – There is no tunnel now so Metro will still need to get to CPS layover; Construction that closed sidewalk on 7th Ave on south side, there is a bus top on 8th and Olive for buses headed east; No sidewalk from 7th to Olive; Metro will need to maintain access to 8th Ave to get metro to CPS; Staging will need to be kept west of the driveway on Olive so can get safely access bus stop; Confirming Metro crossings at Union and Pike

SPOC – Same plan as last year, will have the resources available for the exclusion zone

SPD Traffic – Worked well last year, didn't seem to be much overflow on Olive St.

SPU – Confirming post cleanup will be the MID – Metropolitan Improvement District

Citizen Representative – How long are streets closed before floats go back to WSCC? The floats will be off by 11am; if everything goes as scheduled, Santa should get off at 10:30am

DON – Copy of last year's notification and list of the hotels and partners that notified; Continue to notification process

Chair – Once TCP is approved, will send a copy of the TCP to National Barricade

Event: Westlake Tree Lighting/ My Macy's Firework
Date(s): Friday, November 29, 2019
Location: Downtown
Organizer(s): Libby Dover, Luke Sillonis

Event Notes:

- DSA and outside coordinator to help with tree lighting in coordination with the fireworks
- There are a lot of partners involved with the event, DSA and Libby work to coordinate with all vendors
- Load in sound system and lighting, fake snow on Westlake mall balcony overlooking the Westlake plaza
- Holiday music amplified sound during the day

- Lighting and fake snow activation in the afternoon
- Santa come out to start countdown
- Light the tree, light the carousel, then the fireworks – approximately 4-minute program
- SDOT tells them when to close down and timing
- Meetings scheduled with the retailers and stakeholders; Notifications include e-mail, social media, and in person
- Working closely with SFD and SPD for public safety
- Star lighting is a new vendor to help put up the star, vendor thought the star was past its life; Organizers brought in some structural engineers and agreed that the star needed a lot of repairs to get it up to code; Currently gathering cost to build a new star
- The timing is a challenge, not sure what will be happen since no approvals yet but submitted proposals; Looking at alternatives if unable to build a new star or get something in lieu of the star
- The star lighting leads to the firework
- Build a stage 10 mins before starting the programming
- The exclusion zone will be the same, same timing; Working with national barricade; About 3pm closing off the exclusion zone
- Load in sound and lighting in Westlake Wednesday night; There is some lighting from 8 -10pm, shut down Pike between 4th Ave and 5th Ave; Hired security for the closures, and requested as apart of application

Committee Discussion:

SFD – Using the same pyro company; SFD will look for permit from them, timing will be 5:12pm

DON – Will work on notification, DSA has a large list of stakeholder and do a partnership document with Macys for the Starlighting and fireworks; Organizer hold large meeting with retailers, offers group text for retailers to get live up dates throughout the day; The retailers can have live informational updates
Organizers have walk through with SFD, SDOT, SPD, etc.

Event: Orca Half Marathon
Date(s): Saturday and Sunday 19 and 20, 2020
Location: Lincoln Park, Don Armeni Boat Launch
Organizer(s): Ashley Lee

Event Notes:

- Requesting to expand from one day to two days
- 4th year of event
- People come from all over the country to participate; Registration sells out every year
- No road closures, keeps on the sidewalk along Beach Drive; For safety, cap the attendance since not safe to have participants on the road
- They have a waitlist and usually 500-700 participants on the waitlist
- Organizer is looking to do the exact same event 2 days in the row
- First runner at 730am, last runner finishes at 1pm; Do it in waves of 150 people that start every 15 mins
- 8 waves this year; A lead wave this year, based on speed for the waves
- Packet pick up at West Seattle, approximately a couple hundred participants from West Seattle
- They do a special early water taxi run to get participants to West Seattle
- Cap registration since not a lot of parking near Don Armeni for the finish
- Notification includes direct mailer to all of West Seattle and individual letter to everyone along Beach Drive
- Doubling the event will require more intensive outreach
- Looking to open registration by October 1

Committee Discussion:

SPOC – If 2-day event, will have overnight security; Organizers will break down everything in Lincoln Park, but staging in Don Armeni will be left up overnight; Will need to revisit SPD security plan from their end

SPD – SW Precinct handles

SDCI Noise – TNC for early start for Lincoln Park

Parks – Organizers just turned in parks application

DON – Notification direct mailer to almost West Seattle and along Alki goes out 60 days, Beach Drive letter goes out 30 days out which includes no road closures; Runners are spread out along the course by then, so residences can get out of driveway

Event: Tomte Trail 5K Fun Run
Date(s): Saturday, December 7, 2019
Location: Ballard – Leif Erikson Hall to Shilshole Bay Marina
Organizer(s): Kiana Ballo, Mike Stewart

Event Notes:

- Tomte is a Scandinavian gnome/dwarf icon which would work well in the Ballard neighborhood
- Funded in part of business improvement area
- In long term standpoint, would like to add one more event to Ballard; Over time can build energy and enthusiasm
- December date picked to be outside of the summer season and to the winter season, bring out the neighborhood and have fun
- First year doing event, if can't produce event before Dec. 7th then that is ok, would like to take the time to have it a success in the first year
- Fun run would be adding onto the annual holiday fest
- Route will include Burke Gilman to Shilshole Marina, turn around point at Leif Erikson Statue
- Finish line on 22nd where the holiday fest will begin
- Holiday fest will have beer garden, family activities, pictures with Santa
- Street closures between 7am and 12pm
- Street closure on 22nd isn't a part of the race, but it is a part of the holiday fest; Holiday fest is set up on one block NW Market St and 56th
- Starting run at 11am is because want to push it up towards festival
- Looking on guidance for timing on when to close the street for the race
- With more than 1000 runners, then will need to clear the parking; Will need SDOT knowledge to weigh in

Committee Discussion:

SPD – There will be paid private security for crowd management of beer garden; Anticipating it to be quite and small, intent is to not have paid but have peer security

SPD Traffic – No other conflicting events; Traffic can staff, in total 1 Lt., 3 Sgt. and 24 officers for the race duration; SPD costs will be on the organizer; Traffic control would be along the whole route, they would be at the crossings, clearing vehicles will mean no parking on each street; If using a large arterial, usually size of the run, they shut down the street, it does based on lead and tail; SPD will look for options to cross through gaps

Citizen Representative – For the festival portion, organizers anticipating could have 300-400 over time; Parks have costs prohibiting, there are tent sizing, suggestion is could look at some of the parking lots in the area

Citizen Representative – Neighborhood fatigue could be an issue; The week before is the Turkey Trot which is nearly the same route and could be impacting the neighborhood

SFD – Requesting map of the beer garden, based on the size of the tent, will need a permit

Metro – Will need hard closure of 24th Ave, closure will be around 30 mins to 1 h, then runners will be coming back at some point; Huge impact to Metro on 24th Ave, route 40 goes through that area

SDCI Noise – Set up and tear down timing will depend if residential zone or not; Will need TNV if starting set up at 7am; Will need to check if that is a commercial or residential zone

Parks – Could have someone book Ballard Commons Park if you don't activate; There is a park of Burke Gilman that is a part of Parks property

Public Health – The route to Shilshole Ave is the same or similar to Turkey Trot; 58th is a greenway, there are stop signs at every intersections – could consider using instead of 57th; Organizers will have some light refreshments in the holiday fest, some small vendors within the festival; Vendors will need a temporary permit

DON – Primary residential area, a corridor of commercial activity; There will be traffic control at crossings and street closures during the run, will need to do notifications and have a 60-day and 30-day plan; Will need to get signatures from the neighborhood for the route affected, there is a similar event the weekend before; In that neighborhood also not a lot of garages, so street parking used

Chair – Currently self-managing, not in formal capacity working with a run/walk organizer, Chair highly recommend working with a run/walk organizer; If do move forward and approved, the street festival will be a separate application from the walk; Without SDOT input, can't approve just yet

Event: Seattle Jingle Bell Run
Date(s): Sunday, December 8, 2019
Location: Downtown
Organizer(s): Ashley Moise, Jared Loranger

Event Notes:

- No changes to 2018 event setup or timing
- First race wave starts at 8am; There will be a 12k, 5k, 1 mile and kids run
- Looking to wrap up around 10:30am, breaking down at 11am, out of there 12pm
- WSDOT approved use; Working with Bonnie Nau
- The 9th Ave use between Pike and Pine is a significant area for Metro and construction access
- Race starts at 8am, first finisher at 8:35am, last finisher at 10:20am
- Coming off express lanes, runners take a hard right on 9th Ave
- 2-hour impact to 9th Ave
- PSE is utilizing 1 lane on 5th Ave, usually not working on Sunday; Should look at plates and see temporary asphalt is needed

Committee Discussion:

Metro – Out of the tunnel, Metro needed 9th to get out of the tunnel; They could work with 9th Ave; Runners will be clear of 5th Ave by 8:40am

SPOC – Misprint of officer, will have volunteer security for beer garden; SPOC will need to do a deeper look at security for the event

SFD – There was an issue with the fire lane on 5th Ave in 2018; The tents were an issue; Organizers will stagger them like fixed on race day and will make sure that it will be fixed; Not expecting more capacity in the beer garden

SDCI Noise – TNV required for early start and amplified sound

Public Health – Inquiring if some of the vendors will give out food, organizers will have breakfast and coffee in VIP tent for 100-200 people; Will need temporary food permit depending what food giving/selling

DON – Notification reminder for 60-day and 30-days requirements; Organizer will send letter and hand deliver letter and get signoffs,

Chair – Asked SDOT for major construction on 5th Ave; Metro is ok with the 9th Ave use, but will need SDOT

input

Event: Seattle Marathon
Date(s): Sunday, December 1, 2019
Location: Start and finish at Seattle Center
Organizer(s): Louise Long, John Kokes, Becca Shim, Jared Loranger

Event Notes:

- Only changes are in Fremont on Stone Way and 35th
- Start at Seattle Center, 5th Ave, express lanes, 42nd off ramp, Burke Gilman Trail
- Right side of I-5 same route from 2018; out and back on Burke Gilman for the full marathon
- Full marathon will merge with half marathon, continue on Burke Gilman to Gas Works
- Take Northlake Way at Aurora to get back on Burke Gilman, out and back to get mileage
- Leary to 3rd Ave to 39th, 39th eastbound and parking lanes to Aurora, under the Aurora overpass and get on Aurora northbound lanes
- Harrison St to 5th Ave N and Republican, enter Memorial Stadium at Republican
- WSDOT approval to use the northbound lanes; Traffic on the tunnel can go north and will get off of Harrison; The curb lane will be the access lane for northbound 99 traffic

Committee Discussion:

Seattle Center – Overnight hauling will be starting for the arena; Hauling will go until 6:30am, dirt trucks comes through campus, eastbound through Harrison, to 5thAve, to Mercer, to I5; Will need to have conversation with SDOT for the hauling that night; Daytime hauling is on the west side on 1st Ave; Timeline to set up the start and the start line location could vary; Organizers could move away from the intersection so can still work while trucks are working; Helpful to see detail timeline to see when runners will be out of the start area; Detailed timeline of runners could mitigate some of the issues with the parking garages; Memorial Stadium parking lot gets locked in, so extra care and communication is needed

Metro – Northbound Aurora moves Metro to deter to Fremont Ave; Currently, run down 39th crosses Fremont Ave, the northbound buses have nowhere to go; Metro will be allowed to cross

DON – In Fremont, posting the sign on the corners 2 blocks up from the route a month in advance to notify businesses, neighbors and residences; 2018 walked the course and received signoffs; Send notifications to every neighborhood groups, several groups asked to make a presentation to their committee

Chair – Questions about volunteers and staffing; Organizers will have same plan for the volunteers, only can shuffle people to spots where they need it' Stay in communication, will need to confirm with SDOT; Carry forward with the plan for 2019

Committee Vote: Adaptation of Bylaws

- Citywide events and rules and regulations
- Tom Anderson, Citizen Representative, presented to the Committee in April the scope and structure of Byways
- Draft has been vetted and put together with help from the City Attorney office
- Additional bylaws will come into process
- Process to approve bylaws is that committee will review and then can amend or edit
- Seattle Municipal Code (SMC) lays out requirement as to what is considered a Citywide event
- Process itself not built yet, there are 2 organizer requests to be categorized as Citywide events; Based on SMC they could qualify
- Instilling this process will help organizers qualify and have committee review; The two events requesting review are West Seattle Summer Fest and Georgetown Carnival
- Citywide events do qualify for negotiated fees; Doesn't guarantee organizers will pay less, but does offer that opportunity for cost savings
- Comments

- Citizen Representative: Article 1: Citywide Event Recategorization requests, impact to general public and neighborhood addressed, but the economic impact should be reflected in that statement; ie – Superbowl Parade – everyone buying jerseys; Are events impacting just a neighborhood or overall city?; Impact could be positive or negative, there should be economic and cultural impacts
- DON – do we need to do an event to announcement – open house or conversational event instead of online or paper form; Should this be included in the bylaws? Could add a yearly event where we share out to the public; Add a public forum
- Seattle Center
- Citizen Representative - Just calling it a Citywide event, will the categorization change the way to reduce fees? What is the added benefit? The two organizers are asking for Citywide for reduced fees, will categorization to Citywide be seen just to reduce fees? Will this set up other event organizers to come and request to be recategorized as a Citywide event?
 - Chair – The committee can decide if an event can be recategorized as a Citywide event; The committee can't make discounts; Events may be more expensive if recategorized
- Public Health – One-time celebrations are very narrow and to restrict just to local teams; Could have more major events not just sporting events
- Proposed amendment
 - section 2b2 – adding a second bullet – the event has significant positive economic or cultural benefit to the neighborhood or city
- Chair will send the document to the committee to review and we will discuss changes at October SEC meeting