

Special Events Committee Meeting
August 27, 2020
Video Conference Call

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representative	Tom Anderson	Citizen Representative
Citizen Representative	Lisa Frasier	Citizen Representative
Department of Construction & Inspections	James Dasher	DCI Noise Abatement
	<i>Not Present</i>	SDCI
Department of Neighborhoods	Angela Rae	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	<i>Not Present</i>	Metro
Mayor's Office	Dominique Stephens	MO
Parks and Recreation	Carl Bergquist	Parks
Seattle-King County Health Department	Rosemary Byrne	Health
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Tom Heun	SFD
	Lt. Phil Hay	SPD
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Julie Borden	SE
	Meli Darby	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Lt. Rob Rieder	WSLCB
Special Events Committee		SEC

Additional Attendees: Brady Winsten – SPU, Pat Kaufman – SPU

Note: As always, these are “raw minutes notes” based on the discussion of the 8/27/2020 meeting and do not include every word spoken—not a literal transcript—merely a summary of ideas.

Committee Discussion

- Roundtable
- Vote on Minutes – June 23, August 6
 - Chair entertains a movement to approve minutes from June 23rd and August 6th SEC Meeting; Seattle Center makes motion to approve minutes, FAS seconds
 - With no Special Events Committee (SEC) objections; Meeting minutes are approved and will be distributed and posted to Special Event website

Committee Business

SPD Budget Projections

Chris Swenson, Chair Special Events Committee

- Feedback from key departments about projections and where your department is now 2020 and in 2021; Conversation follows Council and Mayor's Office work to finalize 2020 budget and enter into 2021 budget cycle
- SPD
 - No updates; It will be hard to staff some of the events we have in years past due to budgetary considerations, things to consider is if SPD staffing is reimbursed close to 100% and if the staffing is available
- SDOT
 - No updates in reference to Special Events; Have not met with management to discuss SPD staffing at events
 - Working on the idea that we are going forward with events after November 1st date, but the date could be extended after today's vote
 - SDOT budget will be hit in 2021 including hiring freezes, staffing changes, projects put on hold
- SEO (Special Events Office) is in conversation with City Budget Office, Mayor Office, and SPD; It is clear that there is an opportunity for SEC to bring consideration to City Council to support events. These could include:
 - Existing staffing budget
 - Alternatives for resources: What other resources can the City consider per code, law and safety and security for normal operations for events?
 - With SEC permission, Chair is developing response information on how SEC works operationally; Chair will share draft with SEC and will ask for feedback as we move forward

Seattle Center – Some of the requirements on who can staff a closed street is at the State level; Do we know if there are any anticipated impacts on SFD and the ability of Medics to support events? Do we know of any impacts for runs/walks?

Chair – Our understanding is that restrictions in the State code is not as restrictive as it used to be; Do not need uniformed police at intersections under certain circumstances; SEO can put together list of requirements from State level and share with SEO

FMO – Not aware of any impacts to Medics at this point, but Medic will need to address; FMO requires SPD to maintain exclusion zones i.e. NYE fireworks, 4th of July, etc.; 4th of July could use Coast Guard since they delegate to Harbor; Requirement is that uniformed police officers create the exclusion zone

SE – SEO will reach out to Medic and will loop in FMO; Check in with FMO for most recent contact for Medic

Unpermitted Events – Regulation and Enforcement

Chris Swenson, Chair Special Events Committee

- The code related to Special Events enables SEC and City of Seattle to build a regulatory process in that an event organizer can obtain permission to host event; What is not specifically included in the ordinance is regulation and enforcement for unpermitted events
- It becomes an internal process based on response to immediate issues and potential denial or suspension of future events; Outside of that currently, SEC does not have regulation and enforcement authority
- We have seen events that are historically permitted through SEO process that have happened without a permit; This includes marches & rally, community events, public gatherings, etc.
- SEO understanding that there are other events that are planning to move forward without a permit in the future
- City follows State and County guidelines, City cannot issue something outside of State and County; Regulation is pointed outside of the City and to those governing bodies, although the activity is still

on City property

- Feedback from departments how addressing individually and how SEC can address as a whole
- SEO will take information back and may reach out to several agencies again to help work on policy on enforcement

Health – STAR team created that goes out to restaurants, mainly where get complaints received, where management is not following regulations; Team go out to visit establishments to let them know what they need to do to comply, if they don't comply, restaurant can get penalty or they will get shut down; Currently no Public Health permits for temporary events being issued, only issuing temporary permits for farmers markets since deemed essential; Working with the City to reopen Fremont Market; In terms of other events, if we see public event open, there is staff to go out to those events, but for private events do not get involved

Chair – Heard there were a few incidents where cities giving permission for a public market or vendor fair; King County Public Health (KCPH) was able to reach out to them

Health – In King County and Seattle there are requests for different markets, KCPH takes into consideration if it is a farmer's market or would be a vendor market i.e. holiday market; Year round markets are allowed to continue, but not issuing permits for any other events until Phase 4; There is an enforcement arm within King County

Seattle Center – When we receive requests for gatherings, we are not able to permit until Phase 3 for smaller gatherings and Phase 4 for larger gatherings; For protected speech, we give applicants information that we are not able to permit events and ensure they are well versed in conditions that require a permit on campus i.e. no structure, tents and less than 70 people, etc. then they don't need a permit; Supply information on campus rules on what needs a permit; Have not seen too much that have come out of those inquiries, a few that have cropped up on campus that were unknown in advance; In general, gatherings of people unpermitted, but hard to load in structures, etc. for larger gatherings; Currently there is not enough staff to enforce non permitted events, and haven't had to deal with enforcement issues yet; As long as not interfering with shelters or public spaces then not enforcing

Parks – No policing authority for events in Parks, so it is up to SPD to manage large crowding; Social Distance ambassadors to work in larger parks to help encourage events from happening and providing recommendation groups; People have been coming up with creative ways to activate space; Internal conversations about best flow to handle unpermitted events, historically it has been a cease and desist approach at Parks; A permitted space is more functional than having the public do whatever they want; If organizer violates Park rules, are there any penalty? Some degree there is penalty if know of group and definitely scrutinized more; Could have additional overlook or hiring Parks staff to be on site during event

SDOT – Working on several programs with MO to help assist several businesses in reopening including temporary café permits, street closure, and Safe Streets program; SDOT has a map of all temporary activation and closures that will send after this meeting; SEC looked at as a one-time event, SDOT is currently creating ongoing programs to assist businesses as opposed to an actual event happening with a business; As far as enforcement for unpermitted activity, if activity is not going through SEO, some of the smaller events are going through SDOT Public Space Management (PSM), but PSM is not currently issuing permits; For protests, SDOT has not been involved in enforcement unless needed to assist SPD for street closures for cleanup, etc.; Currently has not been involved in unpermitted events besides protests

Chair – Lets touch base offline, if SDOT and PSM can walk through all of the programs that SDOT is doing to support reopening and recovery

FAS – Usual process is that once Special Event permit is issued, we enforce licensing for the event; Recently an inspector went through the International District and there was a huge gathering on 12th and Jackson, unsure if it was a tradeshow or farmers market; A part of it is not knowing if vendors are or if they are a part of adjunct of the business; Responding to complaints going off Customer Service Request system

FMO – Issuing tent permits for extended café service and extended restaurant service; Businesses are doing outdoor seating that has been approved by SDOT and KCPH and requested to have a tent; In terms of requests, haven't received any requests for Special Events; Received requests from WSCC, Seattle Center and CenturyLink, but haven't received many since shut down; CenturyLink requesting fireworks for home

games, even though may not have spectators; FMO has a section for special events/compliance, Lt. Heun does events, and for compliance they recently have ability to cite citations

Review Special Event Permit Administrative Decision

Chris Swenson – Chair Special Events Committee, Meli Darby, Special Events Office

- June 11th SEC voted to suspend issuance of Special Events permits until September 7th due to 90-day timeline to review and issue permits, and uncertainty of where City would be based on City, County and State Phase approach
- July 23rd again revisited timeline and voted to extend suspension until November 1st; Based on 90-day timeline to review and issue permits, Public Health concerns and City ability to provide staffing resources based on budgetary constraints
- November Events:
 - Green Lake Gobble – Status unknown
 - Seattle Turkey Trot – Cancelled
 - Montlake Turkey Trot – Cancelled
 - Holiday Parade, Star Lighting, Fireworks – Status unknown
 - Westlake Tree Lighting – Status unknown
 - Seattle Kids Marathon – Active application
 - Seattle Marathon – Active application
- December Events
 - Great Figgy Pudding Caroling Competition – Cancelled
 - Seafair Holiday Cruise - Cancelled
 - Chet Gibson Memorial Lighted Boat Parade – Active application
 - Jingle Bell Run/Walk - Cancelled
 - NYE at The Needle – Status unknown
- With considerations in mind, 90- days from now, will be the end of November – Should the permit ban be extended and how far should we extend if we do decide?
- Chair entertains a motion to extend the administrative decision from November 1st to December 1st; Public Health moves to extend; Chair will decline the motion for December 1st date and will open it back up to discussion to include December considering the number of events considering for November and December
- Choice poised to the committee is to vote to extend the administrative decision based on the 90-day window or to choose to extend it further instead of addressing it month to month basis
- Chair entertains a motion to extend from November 1st to December 1st; Seattle Center makes movement, SPU seconds
- Voting as followed: MO, FMO, SPD, Parks, SDOT, SDCI, FAS, Seattle Center, SPD, DON, Health, Citizen Representative 1 – in favor; CBO, OED, KC Metro, Citizen Reps (2 &3) – not present
- Quorum met, all in favor; Motion passes without objection
- SEO will share public information with SEC and plan to update website on Monday

SDOT – Wondering if SPD can staff a large event, we don't know that right now; When do the organizers need to know a cut off date on when they can hold their event or not?

SE – We have not received a go/no go date from team, but will follow up with organizer to see where they are with the planning

Chair – Following up on SPD staffing expectation for 2020, this falls into this conversations, historically this event has taken a large amount of uniformed police and volunteer staffing, without knowing if SPD staffing will be available, that will influence committee consideration

FMO – Without SPD there to enforce exclusion zone, FMO could not issue permit

SPD – Unprecedented times with COVID and budget; Unsure where end up

SDOT – Assuming working off of Governor's Phases restart, unless in phase 4 we are not issuing permits for large events; What is the likely it will happen before new year's?

Health – Chances are very slim right now; Will need to look at the number of COVID cases; To get into Phase 3, it could take some time again; Phase 3 is for participants 50 and under, Phase 4 is unlikely to happen soon; Governor releases new guidelines closer to advancing to next Phase

Chair – The 90-day window is written into code, that is why looking into it month to month, a decision to expand the ban to the end of November will align with the 90-day timeline, but SEC can consider expanding further based on what has been shared today with SEC

SPD – Has there been any discussion to the default that SEC will not consider events until 90-days before Phase 4? Would save organizer planning time and SEC time discussing each month

Chair – This as an administrative decision based on bylaw that SEC can consider, SEC does have ability to make a decision like that, but on that razor's edge to be prepared when Phase 4 comes and logical how much time is needed beforehand i.e. development of CHAMP; Another issue that City may need City or County to make an order not to consider events outside the administrative timeline

Seattle Center – One of the procedures messaging out at Seattle Center, is that Seattle Center will not start considering Phase 4 applications until we reach Phase 3; Concerns about bases on phases is the livelihood of event organizers

Health – With flu season in the fall, Epidemiologist predicting may get hit hard again with COVID

Parks – Operating on a rolling calendar, continuing to accept applications for October and later for larger events with a massive caveat based on Phases and what organizers are trying to do; Just for Parks Use Permits

Citizen Representative – Looking at the calendar and in consideration of the marathon, marathon attracts people outside of the region who travel; It makes sense to give organizers as much heads up as possible with status in the City and the ability to provide a permit for them; That notice should go out as soon as possible

SPU – Does seem like our 90-day window does give good guidance for event planners, encouraging to see many events beyond 90-days that have cancelled on their own; If there are some events that need to cancel by SEC, then that works, the monthly check-ins by SEC is the proper process; If we move forward with cancellation, agreed that messaging should go out as far as possible

Chair – Recommendation SEC should consider expending permit ban from November 1st to December 1st

SDOT – Seattle Marathon loses within 2 days, if we end up doing anything at all, it will be 2 days; There are only a handful of active events for the rest of the year; SDOT has a moratorium for streets for CID and Downtown starting Thanksgiving to January 1st; If extending, and putting a date prior to Dec. 1, seems like we are possible penalizing an event from happening if we put a Dec. 1st date, there are only a handful of events that area in process

Chair – Impactful to a singular event, but tied to an ordained operation how SEC operates; Unfortunately a date decision can impact events negatively; As SEC, we should consider expectations and reality on what is happening with Phase guidelines, current Public Health requirements, etc. gravitate towards 90-days per code instead of a phased approach

Seattle Center – Could seem arbitrary, if 90-days keep it clean and constant; Understanding as SEC and people understand that we haven't made progress, seems easier than extending it more and being more consistent

Review of 2020 Meeting Schedule (September – December)

Chris Swenson – Chair Special Events Committee

- Shifting to monthly meetings; Dates are as followed
 - September 24
 - October 22
 - November 12
 - December 10
- September 24th Meeting
 - SPD and CBO budget presentation
 - Administrative decision review
 - CHAMP review

- Subcommittee meetings will be held on the 1st and 3rd Thursday; Agenda and update a week in advance

Additional Items

- FMO– Haven't received final cancellation for Georgetown Morgue, but has been administratively cancelled by SEO, but not sure if actual cancellation has been distributed
- SE– Checked in with organizer, advised organizer to reach out to KCPH and State on how to and if they should move forward; Understanding that organizer has work directly with SDCI and FMO to procure permits needed
- Normally SDCI and FMO issue permits and work with organizer, but haven't heard anything; SEC issues permits for street closure and queuing and that has been denied
- Chair – Will follow up with the organizer and direct to FMO and Health; Unless get permission and can follow guideline from State and Public Health, event cannot happen