

Special Events Committee Meeting Minutes

September 8, 2022

Via Webconference

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Department of Construction & Inspections	Dan Powers	DCI Noise Abatement
Department of Neighborhoods	Osbaldo Hernandez Sahagun	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	Jonathan Rose	Metro
Parks and Recreation	Carl Bergquist	Parks
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Micheal Minor	SDOT
	Wayne McCann	Parking Enforcement
Seattle Fire Department	Lt. Keith Wyatt	SFD
Seattle Police Department	Diane Lalor	SPD Operations
Seattle Public Utilities	Pat Kaufman	SPU
Special Events Office	Randy Wiger	Chair
	Hannah Tyo	SE
	Natalia Tiosova	OED
WA State Liquor & Cannabis Board	Robert Rieder	WSLCB

Note: As always, these are "raw minutes notes" based on the discussion of the 9/8/22 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Event Date	Name of Event
8/12-8/13/2022	Obliteride
8/13/2022	Seattle Love Festival
8/13/2022	Equinox Studios Very Out in the Open House
8/14/2022	Lake Union 10K
8/18 - 8/21/2022	Emerald City Comic Con (ECCC) 2022
8/19/2022	Sunset Supper at Pike Place Market
8/19 - 8/20/2022	Seafair Float Concerts
8/19 - 8/20/2022	14/48: The World's Quickest Theater Festival
8/20/2022	Big Day of Play
8/20/2022	Alki Beach Sunset Run
8/20/2022	Ballard Van Jam
8/20/2022	Larson Ram Wedding Baraat
8/20/2022	CFC Charity Kickball Tournament

8/20/2022	Chinatown-ID Block Party 2022
8/20/2022	X-Ray Auto 20th Anniversary
8/20/2022	Feast in the Street
8/20/2022	Celebrate Little Saigon
8/20 - 8/21/2022	Seattle Design Festival Block Party
8/21/2022	Greaseball
8/21/2022	Magnolia Village Car Show
8/27/2022	Loyal Heights Community Center Tasty Tunes
8/27/2022	Admiral Junction Funktion
8/27/2022	Taste of Queen Anne
8/27/2022	BMW Mcar 50th Anniversary Show
8/27/2022	Bourbon Bonanza
8/27/2022	Nepantla Lowrider Block Party
8/28/2022	Ballard Bites & Brews
9/2/2022	Trans Pride Seattle
9/2 - 9/5/2022	PAX West 2022
9/3 - 9/4/2022	Bratfest
9/7/2022	Building Your Real Estate Team Block Party

Meeting Minute Approval

- Vote to approve June and July minutes
- June Minutes – All in Favor
- July Minutes – Adjustment from SC regarding language on SPKRBX event. Meeting Minutes Approved with change; All in favor

Post-Event Evaluations/Comments:

- **TransPride:**
 - **FAS:** Did this event happen? We did not receive payment for vendors.
 - **CHAIR:** Yes, please email us a report so that we can notify event holders and ask them to pay you.
- **Bratfest:**
 - **SFD:** there was a change onsite to their beer garden. This is an issue and not allowed.
- **Obliteride:**
 - **PARKS:** complaint regarding lead pack issues. Will likely not have a bicycle weekend the same time as Obliteride and request they use rules of the road next year
- **Seattle Love Festival:**
 - **PARKS:** One noise complaint from neighbor
- **Larsen Ram Wedding Baraat:**
 - **CHAIR:** police couldn't support. Event Hired 3rd party UPO's and it seemed to work.
- **CID Block Party:**
 - **CHAIR:** number of problems with 2019 beer garden. SPD couldn't support event at a late notice and event couldn't hire UPO's and are now dealing with financial loss due to removal of beer garden from event.
- **BMW Mcar anniversary:**
 - **CHAIR:** Tesla dealership is using street parking for business purposes. Issue with too short timeline of neighborhood notification.
- **Admiral Junction Function:**
 - **CHAIR:** adjustment to exit plan, but overall went well

- CHAIR: We do need better channels to discuss alcohol areas for extended service areas.
- GENERAL ISSUES:
 - CHAIR: Insurance documents are an issue for events across the board and we need to know about police staffing sooner to provide events with time to hire 3rd party UPOs

Applications Review / Discussion

Committee Business –

Partial Closure Discussion

- SC: recommends directing people to our FAQ page and anticipate a lot of questions
- SFD: will this be sent out to event organizers
- SE CHAIR: yes, we will direct people to our handbook. And we will send out to event organizers.
- SC: also recommending sharing with WFEA and Asset
- SFD: are there other media outlets this will be sent out to? The stranger or other publications
- CHAIR: I believe there is a standard list of area media that they send everything out to so we assume it will be accessible.
- WSLCB: Is there a place people can contact us? Just in case
- CHAIR: there is a page on alcohol in our handbook, we may also want to post your direct emails on this page

- CHAIR: One goal of this closure is to reliably get people permits 15 working days before their event. Issues have been getting documents from departments, getting documents from applicants, and mainly insurance. We have failed to have consistent customer service follow up to get these items in a timely fashion (from applicants).
 - Affirmative confirmation communication style – currently the “Assume no news is good news”, but this leads to issues later on. We end up in problem solving mode. Clear verification of no issues/issues is something that we need as an office.
 - This pause should help us refine our system.
- PARKS: Will you not accept application adjustments 2 weeks out?
- CHAIR: We’re hoping to intercept these issues earlier.
- PARKS: Are we considering denying these events permits?
- CHAIR: At 30 days notice we will give a hard deadline and we will deny if we do not receive the documentation we need. It will take more work from other departments.
- SFD: If everything has been approved, occasionally we get last minute plan changes. What does that process look like?
- CHAIR: We don’t have an answer today, but we will address this during our closure. Once the permit is issued they can’t make changes. It will be an effort of communication from all Committee Departments. It will take time over the next year to educate applicants, but it is possible to adjust expectations.
- FAS: Did we touch on these pop-up events? It’s too challenging to make these happen on such short notice
- CHAIR: We are telling people that without complete documents we cannot issue permits.
- FAS: from a functional place, we still have to do something with the documentation we receive.
- CHAIR: That is valid, and the committee has the power to make that decision. One of the things about this is the Public Space Management COVID street closures only take 30 days, and if the event at that time is determined to need a SE permit they send them to us.
- SC: consider running that RSJI and producer lens over the changes being made. There will be interesting tension and making sure it doesn’t create more road blocks. We should consider checking ourselves before finalizing plan.
- CHAIR: We will definitely be reviewing this with RSJI in mind and we are considering January 2023 -

March 2023 as a “soft opening” with a 3 month window for feedback and comments. 2023 will likely be a year of feedback.

Follow-up Items and Final Comments

CHAIR – will set up meetings with each member department. 2 each – first meeting in October - 1 hour each. A second follow up meeting in November to show changes and make sure the adjustments work for each department.

METRO – Metro works in a lot of different areas and this committee is a referential standard for Special Events and all the professionalism and communication here has been great.

SC – Excited to see the changes that you’re able to make here.