

**Special Events Committee Meeting Minutes**

April 11, 2024

Via WebEx Meeting

**Member and Partner Representatives in Attendance:**

<b>Agency</b>	<b>Representatives</b>	<b>Noted in Minutes As</b>
Department of Neighborhoods	Sonny Nguyen	DON
Finance and Administrative Services	Edwin Cruz Diaz	FAS
Finance and Administrative Services Licensing	Toner Eren	FAS
King County Metro Transit	Jonathan Rose	METRO
King County Metro Transit	Eric Stewart	METRO
Mayor's Office	Israel Rios	MAYOR
Parks and Recreation	Carl Bergquist	PARKS
Seattle Fire Department	Lt. Keith Wyatt	FIRE / SFD
Seattle Police Department	Lt. Joshua Ziemer	POLICE / SDP
Seattle Police Department/Traffic	Captain Bryan Clenna	SPD Traffic
Seattle Police Department / SPD	Sgt. Gregory Fliegel	SPD
Seattle Dept. of Construction & Inspections / Structures	April Bottman-Haase	SDI Struc
Seattle Department of Transportation	Jack Bighorse	SDOT
Seattle & King County Public Health	Rosemary Byrne	SKCPH
Seattle & King County Public Health	Ming Leung	SKCPH
Seattle Public Utilities	N/A	SPU
WA State Liquor & Cannabis Board	N/A	WSLCB
Special Events Office, Office of Economic Dev.	Kiah Patzkowsky	CHAIR
Special Events Permit Specialist	Hannah Tyo	SE
Special Events Permit Admin II	Leslie Kodish	SE

**Additional Attendees:**

- Hometeam - Marcus Lalario and Jeanie Chunn (EVENT)
- 17<sup>th</sup> of May Parade - Joanne Orsucci, Caroline Josephine Cox (EVENT)
- Alexander Party Rentals – Bonnie Lackey
- Alliance for Pioneer Square - Lisa Howard (APS)

*Note: As always, these are "raw minutes notes" based on the discussion of the 04/11/2024 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.*

### **Roundtable/Announcements**

- CHAIR: We are missing two special event applications Union Pride and TransPride. Late application for the Indian Consulate which is a Convention Center event for the end of May.
- SKCPH: Introduction of Ming Leung who will represent SKCPH at Special Events meetings. Confirmed keeping R. Byrne on SEC email lists as well moving forward.

### **Review Previous Meeting Minutes**

- CHAIR: Do we have a quorum?
- SE: Yes
- CHAIR: Any changes or edits to the March 14 meeting minutes?
- SDOT: Motion to vote on March minutes. METRO seconded.
- All in favor to approve March 14, 2024 minutes.
- Meeting minutes approved; All in favor, none opposed.

### **HomeTeam**

- EVENT: New business Darkalinos opened at Occidental Mall in the old London Plane space which opened 2023. Goal is to promote Pioneer Square. Currently permitting a series of 8-10 family/kid-friendly dance parties starting July through August or early September with SDOT's Public Space Management team. Working with AEG on a ticketed concert event end of the summer in Occidental Mall, and do not plan to close streets for the event. Asked about ability to load in event infrastructure Saturday for a Sunday event. Have liaised with the Mayor's Office regarding a series of four summer concerts, two in downtown and two in Pioneer Square.
- CHAIR: Estimated attendance for ticketed event?
- EVENT: est 1,500
- CHAIR: Are concert series free and open to the public or a ticketed event?
- EVENT: Free and open to the public.
- PARKS: Occidental is managed by Downtown Seattle Association. Larger events permitted through Parks. if Alcohol sale go through city-wide special event and 1,500, occurs fees (ticketed vs. Public).
- EVENT: Is the mall Special Events and Occidental Park is through Parks Dept?
- PARKS: Depends Occidental or area next to it or further south?
- APS: Occidental mall under SDOT and not managed by Parks.
- PARKS: Confirmed the intended footprint isn't Parks' purview.
- APS: Trying to figure out how to implement events, working with OED and team, working to identify issues in neighborhoods, special events team and businesses.
- SFD FIRE: What dates for these events?
- EVENT: Kids events July to end of August or early September. Ticketed event July or August and not on a game day.
- SFD: Concern for Sounders Fans March through Occidental.
- EVENT: We are aware and will watch timing.
- CHAIR: Kids event is being permitted through SDOT Public Space Management program. Ticketed event and downtown activation. Any beer gardens?

- EVENT: Free event depends what city wants to do. At ticketed event at our space, will see if can extend our alcohol serving area.
- CHAIR: Assume you are connected with WSLCB?
- EVENT: Yes
- SFD: How far into the mall will you have fencing?
- EVENT: No site plan yet. We will share with all when created.
- SPD: Will ticketed event on the mall incorporate businesses adjacent to Mall?
- EVENT: Full mall usage, TBD what businesses may or may not be within the event footprint.
- METRO: Attendance expected?
- EVENT: est. Is 1,500. Any suggestions on barriers or we can send you a site map.
- SFD: How tall off the ground is the stage?
- EVENT: Not sure, will put it in the site plan.
- CHAIR: What time will concerts be?
- EVENT: Saturday in the evening and need to know time restraints. Sunday day party 2:00 p.m to 8:00 p.m.
- SKPH: Will you have food trucks?
- EVENT: No, we want to encourage people to spend money at local businesses in the area.
- CHAIR: Would help to have diagrams and maps to route and review.
- EVENT: We will know further once we meet with Deputy Mayor. Requested support in continuing conversation with Mayor's Office.
- CHAIR: Will continue to facilitate moving the conversation forward w/Mayor's Office.
- EVENT: Also collaborating with NBA Summer League events. Plan to put a basketball game in Occidental Mall with games with the pros.
- CHAIR: Free and open to the public?
- EVENT: Yes.
- SFD: Shared concerns for capacity with an NBA-driven public event at Occidental Mall – concern that space is too small and will draw too many people. Even if invitation only, you will still have too many people due to number of fans professional basketball players would likely attract.
- EVENT: As it develops, we will keep you in the loop. Then we can figure out best way to have this happen.
- SFD: Suggestion; have it at a community center.
- EVENT: That defeats the purpose to encourage people to come to Pioneer Square.
- PSA: We want to keep people safe and will figure out what we need barriers or something else.
- SFD: We had an event where a NBA player came to town, word spreads on social media and we had 20,000 people showing up. Space needs to accommodate the event.
- CHAIR: Need to have continued discussions.
- EVENT: We will discuss. Maybe a three-on-three basketball court.
- CHAIR: Could have former NBA players coach the kids.
- MAYOR: I can help engage the Deputy Mayor for you.
- CHAIR: I will connect EVENT and you.
- EVENT: Upstream Festival had great energy and exposure. Focus on homegrown talent, record labels, booking agents. Thank you in advance and appreciate the feedback and help.

### **Pride Weekend Staffing**

- CHAIR: Traffic staffing discussion for the Pride Weekend
- SPD Traffic: Need to talk to the East Precinct
- SDOT: Five to six blocks of 11th Avenue will be closed. Pedestrians need to cross Pike or Pine. Need to review traffic control plans as everything is impacted.

- CHAIR: Need SPD support to confirm buses can cross east/west through Capitol Hill.
- METRO: Last year SPD couldn't staff the Capitol Hill Pride event as tied up Pride Parade. Last moment hired third party UPOs to staff Broadway & John Street and utilized OED funds to pay for this. Discussion of the routes and competing events. The area is locked down with traffic and congestion, and bus route delays. Concern as buses serve hospital facilities. Need SPD staffing at intersections to help buses flow efficiently. Unclear whom would pay for third party UPOs.
- SPD Traffic: Third Party UPOs is a negotiated Police Union issue. Need to discuss this prior on the city side with East Precinct SPD.
- CHAIR: Broadway, John are a priority Saturday. Sunday, Pine is the priority.
- SDOT: 11th Ave E could be more effective. Need to review again.
- CHAIR: Best to have someone at Pine & 11<sup>th</sup> Saturday and Sunday.
- METRO: Friday night is okay. Saturday is the big need for staffing help. Focusing on Pine Sunday could make more sense.
- SDOT: I concur with that assessment also.
- SPD: We can't hire third Party UPOs, need to take steps first. Need to get a volunteer page to see if we can fill it that way and go through the process.
- CHAIR: I'll add to to the SPOC meeting.
- SPD: They will have a hard time finding staffing to staff the events. Going through the volunteer process will help find outside uniform personnel.
- CHAIR: We will start tracking with SPOC. Will report back to Metro.
- METRO: We will follow up, likely need third party UPO, then issue of cost who pays. Could Metro pay or events pool the resources. How to decide how event would share the cost. Last year was very stressful. Events are great but need to support ridership who are trying to get across town, especially considering hospital access.

### **KC Elections ballot drop box permitting**

- CHAIR: 2020 King County permitted curb use w/SDOT to manage traffic at ballot drop boxes for King County elections. Inquiry received this year for curb space and traffic management for ballot boxes for election night in November for people dropping off ballots. Should this come through Special Events office? Does use public space and multiple locations. Some need traffic control plan. One single application with multiple locations, or multiple applications, one for each location?
- SDOT: Shared challenges of permitting multiple different locations via one permit, potential for partial approval issues if all locations are lumped together considering they will have different needs.
- SPD Traffic: Are they paying for the police resources? Did they ask the mayor's office to assist. That isn't a special event application or process. This is a government situation vs. a special events application.
- SPD: This is not a special event discussion. Concerns in having law enforcement stand around ballot boxes.
- SPD Traffic: SPD helped at Queen Anne Post Office to keep traffic flowing – was a very specific instance.
- SDOT: Not part of Special Events realm.
- CHAIR: Does Mayor's office have guidance?

- MAYOR: I will help you connect to the right people.
- METRO: I haven't heard about this. Request for a shuttle service to help transport volunteers. That is my only involvement.
- CHAIR: Will redirect the permitting process away from Special Events.

### **17 of May Event**

- EVENT: Event utilizing the same route in Ballard as last year. Traffic Control plan the same. Need to provide insurance and park application. I will amend the special event application.
- SDOT: Vendor, National Barricade, asked about the 2023 plan, and said was to match the 2022 plan. I heard you say no changes, and now sounds like I need to pull back my approval.
- EVENT: Traffic control plan changed the barricade devices a week out due to shift in SPD staffing. If we have SPD intersection management then the traffic control plan should reflect the 2022 plan. Increase of cost in 2023 was significant w/last-minute loss of SPD resources.
- SDOT: Type three is the standard for closing a road, regardless of the number of officers.
- EVENT: We can talk offline. Would like to confirm anticipated number of SPD personnel available for the event this year.
- SPD Traffic: Agreement City Council made with SPOG Union, then we have enough volunteers. We will have 19 or 18, and three motorcycle officers. We have officers. Suggested SDOT look at 2019 TCP.
- EVENT: We need to know to plan on barricade increase.
- SPD Traffic: Use Officers and street closed signs to block the streets.
- SPD: Staffing challenges. We can't plan until we have a logistics meeting. We cannot commit on the count.
- CHAIR: Suggested meeting to confirm staffing levels.
- SPD: Suggested midweek, next week.
- CHAIR: Shall we invite SPD Traffic
- SPD: yes, I will schedule.
- SDOT: Barricades, decision need barricades now. If officer count falls short, need barricades regardless. 2023 plan is approved for 2024.
- EVENT: This is a significant increase for a small volunteer run organization. Can someone help with funding.
- SDOT: We have no authority for funds. We are working on a special events manual to clarify the barricade requirements.
- EVENT: If we have enough SPD then no issues of closing road. 2023 with only off duty uniform police, don't think safety improved with size of barricades. Untrained volunteers staffed intersections and traffic can go around the barricades. Devices was not safe and didn't work, so numbers need to be increased. Cost \$2,500 was very significant.
- CHAIR: Need to balance safety, shifting requirements, costs, and supporting events. Suggest confirming barricade requirements and SPD staffing offline. We want to avoid a last-minute scenario, not having officers to provide support.
- EVENT: It was dangerous, last moment and we were not prepared. Next steps?
- CHAIR: I will work with SPD to get confirmed staffing.
- SPD: Our staffing does look good, but I cannot promise without discussion with the assigned officer and logistics.

- EVENT: Last year we went from fully staffed with SPD officers to non available a week out. We didn't have a plan or properly trained volunteers or flaggers to protect the parade route. We need to know the count now.
- SPD: Things happened last year, bodies changed their mind and staffing shifted. Once orders go out then locked. Orders will go out 30 days prior to an event. Goal is 32 days. Then we can tell you a realistic count. Then I can give you a guarantee.
- SDOT: I'll make up two plans, and will send to Special Events, so they can select which one to send to you once the officers are settled.

Event Dates for Review 03/14/2024 through 04/10/2024. Any comments or feedback?

Name of Event	Event Start Date
Green Stripe – SPD Traffic – it went well	3/15/2024
St Patricks Day Parade - Metro and SPD Traffic-it went well.	3/16/2024
UW Rowing - Class Day Regatta - Any Comments or feedback? None	3/16/2024
St. Patricks Day Dash – SPD Traffic -need a different route for 2025. Too many people for the route. CHAIR: Let's talk offline. Event wants to run through SR 99 Tunnel in 2025	3/17/2024
Queen Anne Little League Season Kick Off Parade 2024 – no comments	3/23/2024
The Big Taste – no comments	3/23/2024
Magnolia Little League Season Kickoff Parade (2024) – no comments	3/23/2024
Big Climb Seattle – no comments	3/23/2024
Running of the Beavers 5K Run/Walk (2024) – CHAIR: Last minute application	3/23/2024
Cherry Blossom Run (Seattle) – METRO – high impact event and shuts down the Univ Campus. Routes were 150 minutes off schedule. Suggest keeping bus service out of the area and run shuttles. Runs are tough events and very complex with the reroutes. Let's discuss the routes and get consistency. Event producers won't want the same route. CHAIR: We will meet on route management. SFD: Red Square layout changed and last moment organizers put up their own that were not on the map. CHAIR: Suggest meet with the event organizers. SFD: Event shifted the finish line. PARKS: All the issues and concerns are prior to the desire for a marathon. SKPH: has a temporary event office that issue their own food permits. SFD: Are they proposing adding a marathon to this event? CHAIR: They did for 2024 and we denied it due to insufficient time available to plan, but they will likely request a marathon for the future. SEO will contact the event organizer to let them know issues.	3/24/2024
Bubbles and Bunnies – no comments	3/30/2024
White Rabbit Group & Euphoria Project Present Yellowclaw (3.30) – SFD: Went will on fire side. SPD: North Precinct handled so they need to comment.	3/30/2024

<p>Tenacious Ten – CHAIR: last moment reroute around construction.  SPD Traffic: Reroute around construction around roadway, the fence went well.  PARKS: Whoses sidewalk?  CHAIR: SDOT sidewalk  PARKS: Status?  CHAIR: Staying for a while, not a quick project on Fairview  SDOT: It will be there for a while.  PARKS: Can you give me a map of that spot, so I can share with other organizers and runs.  SDOT: Will do, could be going six months.</p>	<p>4/5/2024</p>
<p>UW Rowing - Husky Open – no comments</p>	<p>4/6/2024</p>

- CHAIR: Any events to invite to future meetings? Obliteride and Day Trip EDM event at Gas Works Park will come to a meeting.
- PARKS: They also have a Myrtle Edwards Park concert with Day Trip, so maybe a combo meeting. Did we have a meeting with AEG at Gas Works?
- CHAIR: Did one for AEG and Gas Works, Will bring AEG back to meet to discuss August 24 transportation.
- PARKS: Please invite Mascot Run, event in September.
- CHAIR: They will come to a May SubCommittee meeting.
- PARKS: Invite Queen Anne Beer Hall planning Oktoberfest from QHBH to Myrtle Edwards Park. Reserved Myrtle Edwards for August.
- CHAIR: Do we have an application from them?
- SE: We have not received an application from them. We will reach out to them.
- PARKS: I will also remind them.
- FAS: I need to discuss their nighttime safety plan so I will connect with them and copy SE.
- CHAIR: SeaFair will come to a May meeting.
- PARKS: Does SDOT or SPD want to meet with Pride in the Park on June 1. 8,000 to 10,000 people. TransPride is 10,000 in Volunteer Park.
- CHAIR: We had Pride in the Park come to a meeting early in year. If outstanding issues happy to bring them back. Trans Pride still owes us an application. Do we need a separate meeting.
- PARKS: attendance large so impacts to the neighborhood, need more bus service.
- CHAIR: Thank you to committee members who came to the WFEA Seminar on April 8.
- SFD: Will there be another event?
- CHAIR: Yes, might be an annual event. Need to shift time to January or fall as April is too late to have a meeting for Events. SPU had a booth at the Northwest Events show at the Convention Center, we might join next year. If committee members are involved in an event, let us know so we can get the message out to event producers.
- SFD: I did the inspection for the event at convention center. A panel at the conference would be a great idea.
- METRO: Plans for FIFA in 2026. Do the smaller events know and are aware of FIFA Games? It will be a black out period. Can we send an email blast to event producers?

- CHAIR: I will put this on the agenda to share information. Need to liaise with current event producers and don't want to create stress for events before knowing confirmed details for WC events. Will need to decide which dates to NOT accept applications in 2026, as well as understanding what events may need to shift dates in 2026. Still meeting to discuss this.
- PARKS: I agree we should present at NW Show. Do you know about Columbia Independence Day at Woodland Park?
- SE: Yes, Application received, not complete and not late yet. I'm speaking with event producer
- PARKS: Yes, please invite them to a meeting. Water Lantern Festival, 5,000-8,000 people per day and need a traffic control plan.
- SE: We attended the FIFA Seminar at NW Events Show. We are hiring a second Special Events Permit Specialist.
- CHAIR: Reminder, This SE Committee has the power to deny an application on behalf of your department. We need to work together to get to YES. Is an option if an application is so late that we cannot do it safely.

ADJOURNED