



**Special Events Committee Meeting Minutes**

June 13, 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 Licensing	Toner Eren	FAS
King County Metro Transit	Jonathan Rose	METRO
Mayor's Office	N/A	MAYOR
Parks and Recreation	Carl Bergquist	PARKS
Seattle Center	Gretchen Lenihan	SC
Seattle Fire Department	Lt. Keith Wyatt	FIRE / SFD
Seattle Police Department	Lt. Brian Kokesh	SPD
Seattle Police Department	Lt. Joshua Ziemer	POLICE / SDP
Seattle Police Department/Traffic	Capt. Bryan Clenna	SPD Traffic
Seattle Dept of Construction & Inspections	Dean Greenleaf	SDCI Struct
Seattle Dept. of Construction & Inspections / Noise Abatement	James Dasher	SDCI Noise
Seattle Department of Transportation	Jack Bighorse	SDOT
Seattle & King County Public Health	N/A	SKCPH
Seattle Public Utilities	Joycelyn Chui	SPU
WA State Liquor & Cannabis Board	Lt Robert Rieder	WSLCB
Special Events Office, OED	Kiah Patzkowsky	CHAIR
Special Events Permit Specialist	Hannah Tyo	SE
Special Events Permit Admin II	Leslie Kodish	SE Admin

Additional Attendees:

- Seafair Triathlon: Jared Loranger, Fizz Events
- Seafair Climate Action Group: Janet Lenart, Breck Lebeque, Will Alleckson, Mary Paterson

*Note: As always, these are "raw minutes notes" based on the discussion of the 06/13/2024 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.*

**Public Comments:**

**Seafair Climate Action Group (5 minutes)**

- Janet Lenart: Propose considering the climate and health impact of events when reviewing applications. Concern with Blue Angels show and want it to be replaced with a different event that is more climate friendly. Concern with carbon emissions. Air shows are not essential, and we propose to help the climate, as in the One Seattle Plan. The FAA and the Special Events committee has the authority to approve or decline the Blue Angels show. Please be a climate hero and consider adding sustainability and climate issues to your application review.  
Breck Lebeque, MD, MPH WPSR: Concern with the PM 2.5 airborne particles (air pollution) produced by fossil fuel combustion, Blue Angel smoke in flight path. Noise and sound concern that could damage hearing. Impact on veterans and refugees. Concern with air quality and noise mitigation, please take this into consideration when reviewing applications.
- CHAIR: We will invite you to a meeting later in the year and will share your slides.

**Review Previous Meeting Minutes**

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

**Meeting Minute Approval**

- Vote to approve May 9, 2024, minutes.
- SDOT: Move to approve. PARKS: Seconded
- Meeting minutes approved; All in favor, none opposed.

**EVENT: Seafair Triathlon – S24JY082**

Event Date: July 21, 2024, Seward Park, Madison Park, Lake Washington Blvd

- ORG: Set up day Saturday, July 20. Athletic event. Race starts and finishes at Seward Park, swim, bike race. Change to 12 miles from 14 miles. In water by 8:30 a.m. and bikes off roadways by 10:15 a.m. No changes to previous timeline. Map displayed and discussed.



- PARKS: No concerns
- ORG: Can we get the meadows mowed and the sprinklers turned off Friday prior?

- PARKS: Okay, send me a reminder.
- SDOT: No questions, repeat event, appreciate a shorter bike course.
- ORG: I'll email you the turnaround location
- SPD Traffic: Confirm Tennis Club is aware and restaurants along the route.
- ORG: I will inform the Leschi businesses in addition to residents.
- CHAIR: Do you need DON contacts for area?
- ORG: We use a printing mailing house who identifies. I'll send you the notification letter and include Special Events Office contact info.
- SDCI Noise: Previous plan and speaker location has been good. No complaints.
- ORG: I will turn that in, Speakers face east into the park.
- SPU: If you have issues getting in touch with waste management, please reach out to me. We have a \$500 incentive program if you use reusable dishware. Lower single use plastics. refer to: <https://reuseseseattle.org/> and <https://reuseseseattle.org/reuse-rebate/>
- ORG: We have bagels and bananas and the separate waste bins.
- SDOT: Concerns with athletic events leaving debris on the streets. Please make sure you clean up the streets after the event. We do not have cleaning crews following the race.
- ORG: We will make sure we have staff to pick up water cups, etc.
- SFD Fire: Does food need to be heated or cooked?
- ORG: At this point, all pre-packaged or bananas. We might add a food truck, we will let you know and turn in paperwork.
- SFD Fire: Any tents?
- ORG: 10 X 10, and biggest could be 10 X 20.
- SFD: How many tents in one area would you have?
- ORG: Three, registration packet pick up. No Exhibitors. SeaFair might send sponsors, if so I will send an updated map.
- SPD Traffic: Any medics on the route?
- ORG: I will confirm
- SPD: what if a bike goes down. Do we call you or call Fire and block the course?
- ORG: I will talk to my colleagues and considering a roving bike van to help with flat tires, or issues. We will get a plan on Medics.
- ORG: Will Harbor Patrol have a boat at Andrews Bay to clear boats where the swimmers are going through? We will have boats also to patrol.
- CHAIR: I will connect with Harbor Patrol.
- ORG: I have been working with Andy with the lifeguard team.

#### **Fremont Solstice Parade Citywide fee for 2024 – S24JU099**

- CHAIR: Committee Vote Needed. Will discuss at the July meeting.

#### **Pride Weekend Prep**

- CHAIR: Two weeks away from this event. Discussing safety issues and vehicle deterrents.
- METRO: No staffing solutions to help with bus crossings. Discussion of situation.
- CHAIR: I will bring this up at our weekly SPD SPOC meeting. Challenges with Metro bus travelling Denny to John crossing on Broadway due to the amount of people. Hoping for traffic control to help buses cross.
- SPD Traffic: Aware of the situation.
- SPD: We have staffing orders out, unlikely to free up officers from security to handle the traffic post. We can discuss at the meeting next week.

- CHAIR: Are there times that is more critical to staff?
- METRO: I can provide the best 4-hour time period to staff. A single shift, a ½ shift, anything.
- CHAIR: Working with event organizers on load in logistics.
- SDOT: Construction will be open for off 12<sup>th</sup> for their garages, down Union, to Madison. Union is closed between 11<sup>th</sup> and 12<sup>th</sup>. Discussion of construction and closure. We will have signs and a traffic control plan and Madison Bus Rapid Transit – RapidRide G Line Project (MBRT). Need to work on plan for future years for events.
- CHAIR: Glad we are looking at solutions for 2025.
- SC: Working with Pridefest on Seattle Center Plans. Concern with impact on bathrooms on site. Parade brings in sani-cans. SDOT avoiding road construction for the event.

### Special Events Office

- SE: Applications are stored on our SharePoint site [2024 Applications](#) once they're routed on Mondays. Originally routed applications by title of the event. Reminder of internal planning calendar and external-facing calendar of special events.
- SE: Reminder of cadence of Monday new applications and updates routed. Wednesday Status Reports routed. Let us know if you want to be added to the list. Final permits are issued on a rolling basis. Goal is two weeks in advance.
- CHAIR: Want to consider a new process to confirm that SEC members have reviewed applications and don't have concerns. Considering a living shared excel approval on SharePoint for each department to sign off.
- METRO: Would be great to have a flag if the event has a right of way impact, bus route on this application. But aware world doesn't center on METRO. On big events we work with SDOT, and would help to get TCP earlier than with the final permit. Can we get the TCP earlier?
- CHAIR: SDOT sends TCP to us, via distribution list internally, and we send to organizers externally.
- SDOT: Once I send to OED it is completed. If you want changes that isn't likely. If you have comments I need it sooner.
- METRO: Not for concerns, for getting information out sooner.
- SDOT: I will add you to the internal TCP distribution list.
- SPD Traffic: You can ask us questions. We might not know until just before the event
- CHAIR: Do you want a monthly check in meeting with SDOT, SPD or METRO, let me know.
- SPD Traffic: Invite METRO to the Tuesday SE and SPOC meeting?
- METRO: Yes, lets try it and see if useful.
- SPD: We will have our Administrator add him to the invite list for Tuesday SE/SPOC meeting.
- SDOT: I will add METRO to the SDOT internal routing.
- SC: I know some departments need to go to all meetings, and other departments don't have a role. I only look at a West Precinct or higher impact event that might impact Seattle Center. I can check a box 'not applicable' or I can self select out.
- SDCI Struc: How to manage approval on form if there are possible issues to work through? I love the idea of a living document where I can enter "no concerns"
- SC: Better to note that application has been seen.
- SE: As we work with PARKS in advance, PARKS will comment missing park use application, or issue as that park is booked, or no concerns. Helpful to have a response from a committee member on an event.

- CHAIR: Please provide feedback regarding how to improve routing approvals.

**Post Event Review/Comments:**

Name of Event	Permit No	Event Start Date
SIFF 2024 Opening Night Gala SE: Received feedback from neighbor regarding noise	S24MY098	5/9/2024
Ballard FC Season Ticket Holder Event – no comments	S24MY171	5/9/2024
"Rock The Block" Spring Auction – no comments	S24MY089	5/11/2024
<p>Madrona Mayfair – SFD Fire- missing on map they were enclosing inflatables in a tennis court. Event organizer thought Parks would add signs but that is organizer’s responsibility. They used a bad map that was missing trees.</p> <p>SDCI Stru: Are there standard detailed parks maps available with dimensions, fences and some such? Perhaps there could be, as resource?</p> <p>PARKS: No</p> <p>SDCI Stru: I will help PARKS on getting maps</p> <p>PARKS: We have generic maps created. Would love to talk in the offseason. We will reach out.</p>	S24MY137	5/11/2024
Candlelight Vigil to honor the life of Liliya Guyvoronsky – no comments	S24MY224	5/14/2024
17th of May Seattle Parade – no comments	S24MY068	5/17/2024
University District Street Fair – no comments	S24MY109	5/17/2024
Roosevelt High School Neighborhood Parade – no comments	S24MY101	5/18/2024
West Seattle Bee Festival 10th Annual – CHAIR: I volunteered for event. Was fun, no issues.	S24MY110	5/18/2024
Haze Fest – no comments	S24MY172	5/18/2024
Beat The Bridge – no comments	S24MY084	5/19/2024
West Seattle 5K Run/Walk – METRO original traffic plan modified at start of event. Buses couldn’t pass during this segment of the event. CHAIR: Please send us the email. Thanks	S24MY152	5/19/2024
Memorial Walk Chief Seattle Club – no comments	S24MY206	5/24/2024
Eritrean Independence Day Celebration – no comments	S24MY112	5/25/2024
<p>India Parade – SPD FIRE: Heard didn’t go well. Needs to be a one-time event. Event didn’t have anyone in charge, ad hoc, not a good situation. Officers had to intervene so buses could get through.</p> <p>METRO: Event organizers surprised all and closed a street early that impacted Route 545. Will be an India Parade in Bellevue. Event didn’t end until 11:00 a.m.</p> <p>SFD Fire: Org took over most of Seattle Convention Center and avoided sending information on layout. Not a good experience. Spent three</p>	S24MY177	5/25/2024

<p>hours with the event to get them into safety compliance inside Convention Center. This needs to be a one-time situation.</p> <p>CHAIR: If they had a professional organizer manage it might have been better.</p> <p>SDOT: Not a good route and organizer not on top of it. High impact route.</p> <p>SPD Traffic: Event didn't have a point person.</p> <p>SC: We have issues with community trying to organize events and not having a clear leader. We are trying to put guidelines. Suggest requiring a singular person as the leader.</p> <p>CHAIR: SEO will work with SC on some ideas for how this idea might be implemented with Special Events.</p>		
<p>Black Wall Street – SPD Fire: Great improvement from last year. Things ran smoother. Capacity to run a good event.</p> <p>FAS: They had people in charge that was responsive and efficient</p>	S24MY124	5/27/2024
<p>Wallingford Farmers Market – no comments</p>	S24MY042	5/29/2024
<p>Pride in the Park –PARKS: issues midstream we rectified.</p> <p>SDOT: Parks very helpful with coordination with SDOT</p>	S24JU005	5/31/2024
<p>HONK! Fest West (Georgetown) – no comments</p>	S24MY074	5/31/2024
<p>Bush Block Party – no comments</p>	S24JU158	5/31/2024
<p>HONK! Fest West (Columbia City) – no comments</p>	S24JU076	6/1/2024
<p>Bell Tower Counseling Benefit Block Party – no comments</p>	S24JU138	6/1/2024
<p>White Rabbit Group and The Euphoria Project Present Han Solo (6.1) – FAS: organizer is excellent and very responsive. Lack of response from the White Rabbit Group for the revenue admissions part.</p> <p>PARK: handling 10% on the inside for us</p>	S24JU144	6/1/2024

Greenwood Car Show

- FAS: Any vendor list?
- CHAIR: will connect with them on the phone
- PARKS: I'm missing an application from them
- CHAIR: I will connect with you

Future Events to Invite to Meetings:

- CHAIR: Inviting CID China Town Block party, White Rabbit Sodo Urban Works. Will hold a post Pride recap meeting. Will invite AEG to discuss transportation for 8/24 event. Water Lantern Festival in August, Alki Beach Pride for August, and Jingle Bell Run. Suggestions on other organizers to invite?
- SC: Puget Sound Heart Walk, date change
- CHAIR: Need to discuss SC timing for walk, only date change, and route the same. think not relevant for all committee.

ADJOURNED