

Special Events Committee Meeting Minutes  
March 13, 2019  
Seattle Municipal Tower, Floor 16, Room 1600

Member Representatives in Attendance:

<b>Agency</b>	<b>Representatives</b>	<b>Noted in Minutes As</b>
Citizen Representatives	Tom Anderson	Citizen Representative
	Monisha Singh	Citizen Representative
Department of Construction & Inspections	Tony Jagow	DCI Noise Abatement
	Jessica McHegg	SDCI
Department of Neighborhoods	Erin Cheuvront	DON
Finance and Administrative Services	Kim Brady	FAS
King County Metro Transit	Glenn Bartolome	Metro
Parks and Recreation	Carl Bergquist	Parks
Seattle-King County Health Department	Not Present	Health
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Tom Heun	FMO
Seattle Police Department	Lt. Bryan Clenna	Police
	LT. Phillip Hay	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Chris Swenson	Chair
	Julie Borden	SE
	Jonelle Mogi	SE
WA State Liquor & Cannabis Board	Rob Rieder	WSLCB

Additional Attendees: A/C Steve Hirjak, Lt. Ryan Gallagher, Jared Loranger, Gregory Scheaffer

*Note: As always, these are "raw minutes notes" based on the discussion of the 3/13/19 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.*

**Post-Event Evaluations/Comments:**

<b>DATE</b>	<b>EVENT</b>
Feb 16	Love 'em or Leave 'em Valentine's Day Dash
Feb 17	<p>My Better Half Marathon</p> <ul style="list-style-type: none"> <li>• Postponed event date due to snow</li> <li>• Main event space was meadow of Seward Park; Ran on the sidewalks up Lake Washington Blvd</li> <li>• The trail in Seward was icy and the low tree limbs made it unsafe for event; Event organizer worked with Parks and Special Events office to use sidewalks and continue up Lake Washington Blvd</li> <li>• Special Events received feedback from organizer that Seward Park gate was open and other public was using the trails</li> </ul>

	<ul style="list-style-type: none"> <li>No complaints received by Parks</li> <li>Organizers did outreach plan to neighbors for the changes prior to event</li> </ul>
Feb 20; Mar 2,9	<p>Sounders FC March to the Match</p> <ul style="list-style-type: none"> <li>2/20 no march; It was a friendly match, and everything was set up but there was no march</li> <li>There was a stage issue in Occidental; Location was too close to bakery, but seemed to rectify by next march</li> <li>Sgt. Bailey reported 3/9 there were some friction with the leader of march and Girl Scouts selling cookies; Leader was demanding to have girl scouts to clear out of the route</li> <li>Chair will touch base with Sgt. Bailey about incident</li> </ul>
Feb 23	<p>Polar Plunge Seattle</p> <ul style="list-style-type: none"> <li>Postponed event date due to snow; No issues</li> </ul>
Feb 25	<p>NG Live! matinee for students</p> <ul style="list-style-type: none"> <li>Lt. Clenna didn't hear of any issues; About 8 buses that came</li> </ul>
Mar 1	National Pig Day Celebration in the Market
Mar 2	Lunar New Year Celebration
Mar 2	Fuel Beer Garden
Mar 2	Mardi Gras Mayhem 5K Run & Walk
Mar 3	<p>Hot Chocolate 15K/5K</p> <ul style="list-style-type: none"> <li>There were a lot of runners and only used northbound lanes of SR99 for both 5K and 15K; Lanes were crowded for turn around</li> <li>Problem getting 15K lead through the 5K runners</li> <li>SPD Traffic abandoned their original plan and closed Mercer at Dexter westbound and forced traffic north and south to Dexter; There was a backup in the beginning but then cleared out</li> <li>Organizer may ask for north and south bound lanes for 2020</li> <li>The configuration will change in the area; not sure what it will look like in 2020</li> <li>On campus planning, was difficult; Organizers were focused on the route</li> <li>New crew made it a little difficult for event planning</li> <li>SDOT suggests areas that were a problem will be different next year</li> </ul>
Mar 9	SODO Flea
Mar 10	LLS Firefighter Stair Climb
Mar 12	<p>Link Up student concerts</p> <ul style="list-style-type: none"> <li>Big day where they have 2 events back to back</li> <li>SDOT has approved and allowed to make a disabled load zone on 3<sup>rd</sup> Ave; It is a temporary disabled load zone for the TCP</li> <li>Metro will need to touch base when the buses are out of the tunnels</li> <li>Let SE know if want to put together a debrief after the Metro buses come out of the tunnel</li> </ul>

**Roundtable – Citywide Events**

Citywide Event Recategorization Requests

- Special Event categories currently are Athletic, Commercial, Community, Parade, Free Speech, Mixed Free Speech, and Citywide
- Citywide Events
  - Ordinance names five Citywide Events: Fremont Solstice Parade, My Macy's Holiday Parade, Seafair Hydroplane Races and Blue Angel Weekend, Seafair Summer 4<sup>th</sup>, and Seafair Torchlight Parade

- These events are large, historic, and significant enough to the City that if Special Events billed organizers at an established rate (Commercial, Athletic, Community, Parade) organizers would either be billed an unaffordable fee, or the City would be subsidizing the event at too high of a rate
- Citywide billing protocol
  - Ordinance allows Citywide Event organizers to negotiate Special Event Permit fees with the City
  - Ordinance does not prescribe a process for the Special Event Committee to consider, review, and approve/deny event organizers requesting to be recategorized as a Citywide Event
- Bylaws
  - Working group from the Committee will be assembled to build Committee bylaws so Citywide recategorization can be a fair and equitable process for all requesters
  - First meeting in late March, second meeting in early April; request Committee representatives interested to contact Special Events Office
  - Goal is for working group to present bylaw proposal to Committee at 4/10/19 meeting

### **State of SPD and Special Events**

Presented by Assistant Chief Steve Hirjak

- SPD Assistant Chief Hirjak has been Homeland Security and Special Operations commander for six months. Presentation is to share with Special Events Committee current state of SPD and its support/staffing for permitted Special Events, and other (stadium, non-permitted) event related support

Presentation (*See attached PowerPoint presentation*)

- 2018 Special Events overtime cost (including stadiums and non-permitted events): \$6,434,589\*
- 2019 Special Events overtime budget: \$5,100,000\*; Does not include Seahawks Events
- The estimated cost for a single event at the stadium includes 1 Lt, 4 Sgt, 69 Officers, 1 PEO Supervisor, 11 PEO which estimates to \$49,891.58\* for labor (including Benefit Costs)
- The event is for one city block; If that was the cost for all events then the budget would allow for just over 100 events; Not all events have same or similar costs
- SR99 Grand Opening event was a two-day event spread over 5 different venues; Each venue required SPD staffing
- Estimated cost for securing five concurrent grand opening venues with approximately 100,000 participants was about \$75,000\*
- Viaduct closure (non-event) traffic control cost about \$500,000\*
- Snow Event cost about \$45,000\*
- Three-week closure to staff officers at intersections cost about \$200,000\*
- Currently we are halfway into overtime budget and only 3 months into the year
- Security Concerns at SR99 Grand Opening
  - Unauthorized access throughout event with limited ability to assist; Organizers did not adequately staff their security; SPD was getting calls that people were in unauthorized places in the tunnel; SPD was running throughout the tunnel
  - Medical personnel required at multiple sites
- Serious concern that what could happen if events are not staffed properly; Precinct officers would need to come off of patrol and to staff event on their regular shifts; SPD will need to have officers on patrol
- When Committee is considering an event, emphasize the consideration for
  - Consolidating footprint of event
  - Consulting with Police/Fire on front end; Anyone that has questions can contact SPD outside of the Committee process as needed; connect organizers or others with SPD any time

- Consider adequate security (911 is not security) with a specific security plan forwarded with application
- Nice, France vehicle attack
  - Truck was able to travel 2km route before caught by police
  - When you stretch a route over a long distance, there are many access points through side streets that can be used for a rogue attack
  - Public safety is a primary concern at events
- In ideal world SPD would have 148 off-duty officers available to staff events; Authorized about 100 off duty officers or less at this time
- Officer fatigue
  - There is so much overtime offered to officers that officers can pick and choose which activities and events they want to work; there is no longer a simple “overtime opportunity” as incentive to work events
  - SPD can draft officer for some events, but there are union restrictions that require need to show need for the draft
- Draft events
  - There are 4 events that are mandated for SPD officers - Seafair Weekend, Seafair Torchlight Parade, 4<sup>th</sup> of July, and New Year’s Eve
- Neighborhood and access impacts
  - Consider these impacts when reviewing events; when routes circle neighborhoods they cause access issues; In cases of hospital access, patients would not be able to access medical facilities; Emergency access is needed for emergency vehicles or SPD to access though the route

*\*All numbers presented in this presentation are estimated*

### **Applications Review / Discussion**

**Event:** Seafair Triathlon  
**Date(s):** Sunday, July 21, 2019  
**Location:** Seward Park  
**Organizer(s):** Jared Loranger

#### **Event Notes:**

- Only change for Seafair triathlon is to cancel the Olympic distance race
- Shorter bike ride; Extend the sprint distance
- Half mile swim; 14-mile bike ride
- Changes to route will cancel everything south of 50<sup>th</sup>; Route will stay at Lake Washington Blvd (LWB)
- This will cancel about 25 officer posts
- Looking to push back to 7am start time; Will have a 10am finish; Done with event by 12pm; Off of Seward Park by 2pm
- July 20 will be expo in Seward Park; July 21 will be the event day
- Looking to add a super sprint distance
- Previous split 50<sup>th</sup> and LWB into 3 lanes; Would split the lanes for event, transit, and access; There were monitors and officers all along the portion south of 50<sup>th</sup>; Previously the closure went to Walbash; SPD posting was to Cloverdale, there were a lot of reroutes and postings

#### **Committee Discussion:**

**Citizen Representative** – Asking if the split will be at McGilvra; Organizers confirm, and it will be south of tennis courts

**SPD** – Reducing about 24 SPD officer postings south of 50<sup>th</sup>

**Parks** – There is currently fencing on the south side of the meadow before the gate; Told that it wouldn't be a problem by event; Organizers can shrink bike fencing area if fencing is still there

**SDOT** – Went up to Madison park for last few years, south of tennis courts; Utilize McGilvra and Garfield; Juno is closed and have emergency vehicles and have ADA access

**DON** – Neighborhood and business notification is important; A lot of new residences in the City; Organizers direct mail flyers instead of door to door; There were some neighbors will lots of different event notifications on their doors for multiple upcoming events

**Event:** Alki Beach Sunset Run  
**Date(s):** Saturday, August 24, 2019  
**Location:** Alki Beach  
**Organizer(s):** Jared Loranger

Event Notes:

- Historically this race was Alki Beach Run partnering with Northwest Hope and Healing
- For the past few years, it has been the Cosmo 7K
- Race started by the Bathhouse to Don Armini boat launch for more distance; The entrance to boat launch still was accessible
- Organizer looking at a new way to attract participants to Alki Beach runs; West Seattle 5K is a few weeks ahead and same course
- Moving the Cosmo 7K to an Alki Beach Sunset Run; 5:30pm start, open with suggestion of time
- Moving from Sunday to a Saturday evening event; Moving to evening will help with participation, will help draw to participants, could help with businesses in the area; will have Cosmo or beer garden; Uniqueness and difference of race
- There was smoke in August for the past 2 years; Concerns with health and smoke
- Date of this race has been an issue historically; would like to push back to September; Pushing it to September will free up Alki Beach a little bit more than the summer
- Sept 7<sup>th</sup> possible date
- Willing to take away 7K and just do 5K; This will take back runners to Anchor Park
- Alki ave is open to anyone flowing east bound; Keep one lane open for businesses and residences to leave; Participants can leave in waves to help with congestion
- The trail will be mixed with public and race participants
- In intersections will have caution tape and delineators; Will not just do cones

Committee Discussion:

**SPD** – Original date 8/24 no resources available since there is a Mariners game; 9/7 there is Husky game always afternoon or evening game; Switching to one lane could help reduce some of the numbers of officers needed; Having one lane open could allow monitors or flaggers at the intersections instead of SPD officers; Bulk of officers could be near the bus stop; Alki on an evening gets very crowded, could get pushback from those wanting to go to Alki to see sunset; Lt. Clenna doesn't know what SW Precinct resources look like; Traffic won't be able to support; Depends on SW Precinct staffing availability; SPOC and SPD Traffic will check with SW Precinct

**Parks** – No issues but will need to check the availability; Set up will be the same for the race, no changes to footprint; Everything east of the Bathhouse is where it gets hit hard; Will work on location for speakers; Facing towards the building and water, will be ideal for neighborhood

**SDOT** – 5K yes, east bound open yes, move to 9/7 yes; Alki in the evening will be a concern, it will be a lot busier in the evening; The 5K worked before so going back to that would work better

**DON** – Will need to work with businesses and residences for signoffs; Go door-to-door for event; Will have some pushback with the neighborhood for the afternoon races; Businesses would be ones to ask for dinner

rush and impacts

**Seattle Center** – The later start time would be easier for families with young children to get out of the area that will go to Alki in the summer

**SFD** – Map of beer garden is needed if they want to have one; Organizers typically don't engage with a food trucks since does not want to take away from Alki businesses; Parks has up to 3 vendors that are approved to have concessions on Alki; Parks can connect Jared with concessions vendors on Alki

**WSLCB** – Confirming Northwest Health and Healing in charge of beer garden

**SE** – Requesting revised app form if changing the date and time

**Chair** – Move forward with 9/7 date, new time, reduce to 5K (preference to SDOT); Engaging with WS Blog and Alki Community groups helped with the neighborhood notifications and outreach, start with that; send updated application to SE Office

**Event:** Union Seattle Pride Event  
**Date(s):** Saturday, June 29, 2019  
**Location:** 14<sup>th</sup> Ave between E Madison St and E Union St  
**Organizer(s):** Gregory Scheaffer

Event Notes:

- Union Seattle opened about 7 months ago
- Looking to partake and create an event to give back to the community; Trying to do with free admittance
- Initial discussion was to have open street/block party at 6pm to midnight on Friday, 2pm to 2am Saturday (amplified sound to 12), and currently looking at times for Sunday
- Liquor and beer outside service; Food truck at event
- Different DJs through the day
- 21+ event
- Full flip map (from all of the versions); Bar will be on the east side of 14<sup>th</sup> near Skillet; Full street closure will start at south side of Union; looking to contain the sidewalk too
- Requesting closure of sidewalk on the north side of Union Seattle
- In that intersection there is a 4 way stop; No stop light there
- Union entrance is off of Union St and would want to have sidewalk to connect both venues; Another entrance off of Bar Sue
- Will just be utilizing the street to Diesel, the Parking garage entrance will be left open
- Notification and neighborhood will be impacted; Initially reached out to Skillet for food truck; Reached out to owners of Bar Sue; Organizers would want to understand of footprint before starting neighborhood outreach

Committee Discussion:

**SPD** – Main entrance will be through 14<sup>th</sup>, another entrance after on Union St; Not sure if need officer for turn since it is a turn light, but requested; Organizers will hire outside security, will be necessary for surveillance of space throughout the night; At least 1 at every entrance and exit and 1 roving; SPD East precinct has a staffing plan for Pride events on Capitol Hill; East Precinct may have some staffing concerns during night time hours

**Seattle Center** – McGregor does a lot of events up in Capitol Hill; Should talk to security company early to be a partner

**SFD** – Requirement of 4 security per 1,000; Revised plan looks good, the exits for locations look good; Will touch base offline; 400 sq. feet for tent, up to 700 sq. feet for tent

Citizen Representative – why 20 ft fire lane in front of bar; Organizers chose the side of the street worked best to try to accommodate neighbors

**SPD** – Could have monitors there if have barricades; Depends on SDOT plan for the barricades and signage

The Cuff party on 13<sup>th</sup> between Pine and Pike just a few blocks over

**Metro** – On 14<sup>th</sup> and Union, confirming bus stop will be open; If on mobility device will be able to get off of bus stop; Organizers confirm yes passengers will be able to get off; There will need sufficient line management for crowds , Metro customers will need to be accommodated; Organizers will try to guide crowds to 14<sup>th</sup> for the entrance to allow for queuing; Intent that the main entrance will be on 14<sup>th</sup> and have Union St the alternative

**SDCI** – All of amplified sound will be pointed at mix use residence buildings; Organizers looking to have speakers set up pointing to Union Seattle and have considered having it under the tent and pointed to Union; DON will be huge resource for outreach; There will be dB limits set for music; Fridays and Saturdays typically to midnight; Will need to talk about it since new block activated; TNV application online

**SDOT** – Notification and signoff of businesses will be needed; Organic process to have community involved; Queuing might be an issue; 2,500 on Saturday not sure if location can hold all the queuing; Will create TCP for event

**WSLCB** – Back entrance to all 3 Bar Sue and OOLA Distillery will be an emergency exit; Will be an extended service request for service; Importance of having enough security, more than 1 security checking IDs; Sgt. Hopkins for extended service

**DON** – Notification is necessary; A few of the new events have had pushback from businesses and residences; Door-to-door neighborhood plan should be done; School and temple close by, service to those may be impacted; Will need to touch base with them for coordination for access; There is a school in the area and Friday 8am closure could see some impact; Concern with all the events in the area and overlap of event footprints; Parking is a concern

**SPU** – Will be using Recology; Looking at outside staffing source for additional staffing; Combination of staffing and hired staff for helping

**Special Events** – Reminder that food truck will need proper license

**Citizen Representative** – Engage neighbors and encourage neighbors to take advantage of event; Will need to consider business deliveries and access

**Chair** – Always recommended to start smaller then grow over years; always recommend hiring event professionals as there are many moving pieces in addition to the bar's day to day work; Work with other Pride organizers for help or ideas; Contact East Precinct for coordination

**Event:** ENAT Empowering Ethiopian Women and Family  
**Date(s):** Sunday, August 25, 2019  
**Location:** Cherry St. between 23<sup>rd</sup> Ave S and MLK Jr Way S  
**Organizer(s):** Amsale Mulat

Event Notes:

- Event organizers not present
- Request is using the same footprint as the BEGO Ethiopian Festival held on 23<sup>rd</sup> Ave the past two years; maps for ENAT are copies of the BEGO event application
- BEGO event is moving off of 23<sup>rd</sup> Ave and into Seward Park in 2019
- Feedback on the BEGO event is it is a great community benefit; Community and neighborhood enjoyed having event
- Understanding of why ENAT was interested in street closure is the same as BEGO's first year – to have an event that draws people to the businesses on 23<sup>rd</sup> Ave
- Organizers project 500 attendees throughout the day

Committee Discussion:

**SDOT** – Seems like a large space and street use for first year event; Issues with closing a major arterial and detouring metro for a small event; North of Cherry there is a fairly large church on 27<sup>th</sup> Ave which is right inside of the closure; Preference to have in private lot or park for first time event

**SPOC** – Recommends having event in the park, understanding most of the businesses are closer to MLK Jr Way

**SPD Lt. Clenna** – Doesn't believe SPD Traffic staffed the BEGO event

**Seattle Center** – Seems like a really big closure for first time event; recommend first year in park or lot

**Metro** – Sunday Metro service can detour around a street closure if approved by the Committee

**Parks** – A few issues with BEGO; BEGO didn't communicate closure to community center for last years event; The community center does get booked on Sunday; If booked in the park, Medgar Evers swimmers will need some local access; Parks would require renting the parking lot itself if not allowing local access; Will check on availability of the Garfield playfield; Will check on availability Powell Barnett Park is close to MLK, sizable footprint and could be used for event, not booked as often as playfield

**WSLCB** – Make sure the non-profit gets special occasion license for service; Beer garden will need staffing

**DON** – Written notification required for any location approved; sign offs from all on 23<sup>rd</sup> Ave if approved

**Chair** – Based on Committee feedback, street use is not approved based on attendance projected, first year event status, and impacts to this major arterial; Will contact organizer with offer to have off-street location for first time event; Will request organizers to present at the April SEC Meeting