

Special Events Committee Meeting Minutes

June 10, 2021

Via Video Conference

Member Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Lisa Fraser	Citizen Representative
Department of Construction & Inspections	Dan Powers	DCI Noise Abatement
Department of Neighborhoods	Ed Pottharst	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	Glenn Bartolome	Metro
Mayor's Office	Michael Wells	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	Jason Pierce	Medic One
Seattle Police Department	Lt. Dan Nelson	Police
	Sgt. Nate Shopay	Police
	Sgt. Baily	Police
Seattle Public Utilities	Sheryl Anayas	SPU
Special Events Office	Meli Darby	Chair
	Julie Borden	SE
WA State Liquor & Cannabis Board	Beth Lehman	WSLCB
	Dean Lambert	WSLCB

Additional Attendees: Tina Inay, OED Deputy Director

Note: As always, these are "raw minutes notes" based on the discussion of the 6/10/2021 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Committee Roundtable

Gretchen Lenihan – Seattle Center returning to events, first event will be Immigration/Naturalization Ceremony in July

Meeting Minute Approval

- Vote to approve December 2020 and May 2021 minutes
- Meeting minutes approved; All in favor, none opposed

Post-Event Evaluations/Comments:

SLU Saturday Market – Began June 5

Applications Review / Discussion

Event: NHL Draft 2021
Date(s): Wednesday, July 21, 2021
Location: Gas Works Park and Seattle Center
Organizer(s): Monica Galarneau, Christine Cortez, Bob Chesterman, Gary, Rachel Davis, Emelie

Event Notes:

- Live broadcast 5:30-6:30PM, using as an opportunity to connect with community and will have a live audience
- Have revised plans to move stage location
- Will be in the park July 19-22
- Will not close anything to public until day of the event, exploring exclusive use of park on that day
- Have created plans to conform to Phase 3 requirements and without any requirements
- Have queuing plan and audience locations to ensure adherence to guidelines
- Would like to add merchandise sales, food sales, beer garden
- Will have private security
- Working to be low-impact to community but would like to increase size of audience if possible (potentially up to 4,500)
- Free, ticketed event
- Audience will be screened for COVID symptoms
- Also exploring renting a barge for a repeater screen for boat traffic on Lake Union
- Will bring portable restrooms and have comprehensive waste plan
- Would like to put a graphic on fence around gas works, or in front of, to hide the fencing

Committee Discussion:

WSLCB – A non-profit must hold the Special Occasion license for a beer garden and assumes all responsibility and proceeds; requires 45 days for processing; alcohol cannot be given away for free; beer garden must be 21+

Parks – Any sales on Parks property incurs a 10% fee, payable after event

Public Health – Currently, guidelines do not allow for “walk-around” eating, must be seated with distancing; guidelines may change at the State or County level before the event, but still waiting for official determinations

Chair – shared guidelines from Governor Inslee’s policy team that have not yet been published (so subject to change) addressing vaccine verification/negative testing, capacity limitations, physical distancing, facial coverings, and travelers at outdoor and indoor event; There may be additional restrictions for King County and or Seattle

Police – Staffing recommendations would depend on final audience size and event scope/components, including traffic impacts, requirements for Harbor Patrol, beer garden size

Chair – will need to consult with SDCI on requirements/limitations for large screens

Police – Will examine plans from previous events at Gas Works

Organizers – Could consider shuttling; have partnership with UW could possibly use parking

SDOT – Shuttle system is a good option; there are some nearby parking spaces that could be used for shuttle stops; little concern if the audience size is 800, but if increased will need more robust plan

Parks – Does recommend reserving the angled parking spots across from park to reduce congestion

Metro – No concerns

DON – Would like to meet separately with event organizers to develop neighborhood communication plan

Seattle Center – No concerns

Medic One – Any changes to medical plan for increased audience size? Will discuss separately.

FAS Licensing – Any vendors will need business licensing; organizers will follow up with additional information on type and quantity

Chair – Organizers need to resubmit application with updates and changes

Special Events – Invoice forthcoming, payment due before event; will send insurance requirements

Event Traffic Control & Public Safety Update

- Reminder that permit applications are being accepted; currently issuing permits that adhere to COVID guidelines and do not require SPD traffic or safety/security staffing
- SPOC has relaunched weekly meeting for review of event application and staffing

Mayor's Office

- Welcome to Michael Wells who is now committee representative from Mayor's Office
- Chair acknowledged partnership and support of Mayor's Office during reopening, particularly guidance from Maritza Rivera

SEC Application Review Timeline

- Chair acknowledges that committee has often considered events with a shorter timeline than the requested 90 days; this is an important service to event organizers and the community and the flexibility is appreciated
- With reopening, we expect to be asked to be even more flexible and accommodating
- Asking reps what are deadlines and any considerations for shorter timelines in permitting events

Parks – Can go as short as 7 days for very simple, basic events; 3 days for free speech; COVID plan is required for all events, even free speech

SDOT – Reserving parking spaces through SDOT portal: unaware of timeline, but if spaces available should be short timeframe; TCPs – prefer 90 days for most events, major events need much longer timeline

Seattle Center – Requires COVID plans 30 days in advance for all events; currently need minimum of 45 days to schedule events through September; expect 30 days for events October and beyond

FAS Licensing – 30 days is sufficient for business licensing review

Public Health – Temporary food permits prefer 30 days, 14 days is possible; there are penalty fees for late applications

DON – Written notification should go out 30 days prior, in-person notification and sign-offs for new and major events due 60 days prior to event

WSLCB – Special Occasion licenses require 45 days; if the event is produced entirely by a non-profit, can use a caterer with existing license

Medic One – Fire Prevention representative not present, Chair will confirm separately; Medic One prefers 45 days for staffing coordination, but can somewhat flexible

DCI Noise Abatement – Temporary Noise Variance requires 60 days for major events; can be as little as 72 hours for very simple activity, such as construction

SPU – Representative not present for discussion, Chair will confirm separately

Metro – Needs at least 7 days for re-routes

Police – Representative not present for discussion, Chair will confirm separately

Late fees

- Chair moves that the SEC waive late fees for Special Events permit application fees and Special Event permit administrative fees

Discussion

Seattle Center – Would this open the flood gates for many late applications?

Public Health – Would we automatically deny a permit that has components that don't meet the deadlines as discussed above?

DON – Concerned about unintended consequences removing the fee as encouragement to submit timely applications, but there may be other ways to encourage

FAS Licensing – Prefer to do more research and analysis before voting; stick with Code for now

Seattle Center – Prefer to have a written statement outlining this suggestion to review

SFD Medic One – Would like to see statement of problem we are trying to solve

Parks – Would like a written statement and more time to consider

- Chair rescinded motion and will follow up with committee with a written proposal and information, including statement of problem, intention and proposed time period.

Adjourned.