

CITY OF BELLEVUE
SPECIAL EVENTS COMMITTEE
MEETING MINUTES

June 11, 2020
8:30 a.m.

Virtual Meeting
Via Skype

MEMBERS PRESENT: Susan Freeburg – Parks
Andy Heider – Parks
Mark Anderson – Fire
Dane Waisanen – Fire
Mike Shovlin – Police
Ben Wright – Transportation
Rick Logwood – Transportation
Erin Hislop – Utilities
Glenn Bartolome – Metro Transit
Mike Ogliore – Business Representative Downtown
Laurie Scott – Downtown Resident Representative

OTHERS PRESENT: Imane Elmesbahi, Parks
Brad Bennett – Parks
Jeremy Barksdale – Council Member

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 8:32 a.m. by chair Freeburg who presided.

2. COMMUNICATIONS: Written and Oral – None

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Waisanen. The motion was seconded by Sgt. Shovlin and the motion carried unanimously.

4. APPROVAL OF MEETING MINUTES

A motion to approve the March 12, 2020, meeting minutes as submitted was made by Sgt. Shovlin. The motion was seconded by Mr. Waisanen and the motion carried unanimously.

5. COMMITTEE REPORTS

❖ Routing and Location Subcommittee Report

Mr. Bennett noted the Routing and Location Subcommittee had not met.

6. OLD BUSINESS – None

6. NEW BUSINESS

- ❖ Applications of Intent – None
- ❖ Status of Upcoming Events

Chair Freeburg reported that all events through the end of August had been canceled. She said she has reached out to Flavors of India and was waiting to hear back.

Mr. Bennett said it was his understanding that the Pakistan event organizers would be restructuring their event to involve a drive-through to ensure social distancing.

- ❖ Discussion of 6th Street Fair

Mr. Ogliore confirmed that the Bellevue Arts Museum arts fair canceled its July 24-26 event. He said the Bellevue Downtown Association likewise chose not to move the 6th Street Fair event forward on those dates, electing instead to postpone until September. The desire is to keep the footprint used in the past for the event on 106th Avenue NE and NE 6th Street. Some three quarters of the accepted artists remain willing and excited to participate. He said he reached out to various city departments and heard from transportation some hesitation about the July weekend, preferring to hold it open for any construction projects. They also were hesitant to give approval for the requested Labor Day weekend September 5-7. If necessary, the event could be shifted to the next weekend but reduced to only two days, September 12-13. Approval has been received from the owner of the DOXA church lot for both weekend dates. He stressed that all necessary social distancing measures will be taken, including separating booths.

With regard to Live at Lunch, Mr. Ogliore said the focus continues to be on mid-July, depending on when Phase 3 is ushered in allowing groups of up to 50.

Mr. Bennett asked about the plans to relocated Live at Lunch to Downtown Park. Mr. Ogliore said initially the plan was to use the outdoor plaza at the Bellevue library. While wanting to support the series, the library was not comfortable with allowing the event to occur at their facility. A request has been submitted to utilize the plaza at Downtown Park instead, a site that has been used previously. Mr. Bennett said the city is supportive of the Live at Lunch event, but he pointed out that the Parks department has canceled all events in parks through August. Mr. Ogliore said he would seek another venue.

Ms. Hislop asked if the cancelation of activities in parks includes summer camps. Mr. Bennett said some communication would be coming out soon about day camps. He said he was not at liberty to disclose any details.

Mr. Wright pointed out that transportation includes in all of its construction contracts a provision that prohibits any work in the downtown or leading up to the downtown during the arts fair. If other dates are proposed for the arts fair, there could be impacts on construction projects, and ongoing construction projects could impact the event. He added that there were still many unknowns regarding the types of restrictions that would be in place at the time of the event relative to the entrance point, the amount of queuing allowed and enforcement of social distancing, all of which could have impacts on the streets and sidewalks surrounding the event.

Mr. Ogliore said he would be happy to engage with King County Public Health to discuss what

the next steps might be and what requirements might be imposed. He said he sits in on a weekly Washington festivals and events call that includes Kate Becker, who might be a good resource to contact.

Mr. Wright pointed out that while the farmers market has been allowed to operate in Seattle, the queues they have in place are significant. Mr. Ogliore said those restrictions would change under Phase 4 once it begins.

Mr. Bennett asked if any alternative locations are being sought for the 6th Street Fair. Mr. Ogliore said he would be exploring whether or not Downtown Park would be an option. He allowed that while the walking paths would need to remain open, booths could possibly be sited along the perimeter. Possible weekends include September 26-27.

Mr. Heider pointed out that ground would be broken on the northeast corner of Downtown Park on June 15. He said that whole section of the park will be shut down for about a year. That will make it difficult, though not impossible, to host an event. The granite pathway in that quadrant will be shrunk down in width, though it will be kept open.

Mr. Ogliore said Downtown Park would be an option of last resort should the fair not be allowed to occur on its current footprint on 106th Avenue NE.

Returning to Live at Lunch, Mr. Ogliore sought confirmation that once Phase 3 is approved a permit for the event would be forthcoming. Mr. Bennett suggested it would be unlikely the city would issue a permit for an event prior to the end of August. He said the decision to cancel all events in park facilities through the end of August was made at the highest level of the city. If a non-park venue were to be identified for the event, the decision of whether or not to grant a special event permit for it would lie with the Special Events Committee, predicated on input from the departments.

Mr. Ogliore said the current plan is to launch the event July 14, and the hope is that Phase 3 will be in place by then. He allowed that if necessary, some shifting of the timeline would be made.

Mr. Wright suggested there was little need for transportation to weigh in on the event, especially in light of the anticipation that attendance likely will be lower than in previous years.

Sgt. Shovlin said he held the same view.

Mr. Anderson said fire would want to weigh in relative to access points and the like. Mr. Ogliore said he would be happy to work with fire on the issues of access and tent location.

Chair Freeburg asked for comment as to whether or not Live at Lunch should be required to have a special event permit. Mr. Wright said he did not believe a permit should be required, especially if transportation and police see no need to be involved. He added that the event may not even meet the criteria for needing a permit.

Mr. Ogliore said the only concern might be in regard to complying with the noise ordinance. Mr. Bennett said if a sound permit exemption is required, a special event permit would be required. Mr. Ogliore allowed that the Committee did issue a special event permit for the series, including a sound permit. Mr. Bennett said that argues in favor of having the Committee review and approve permits for the event in 2020 as well.

A motion to amend the Live at Lunch event to occur on private properties and to approve a sound permit was made by Mr. Wright. The motion was seconded by Mr. Waisanen and the motion carried unanimously.

Mr. Bennett asked Mr. Ogliore to submit to fire and Chair Freeburg as soon as possible a list of locations as soon as possible so that the sound permit can be drafted. He also urged Mr. Ogliore to talk with Chair Freeburg and Mr Heider about the possibility of using Downtown Park.

❖ Fall Events

Chair Freeburg said the only events on the list for the remainder of the year were Flavors of India, Kelsey Creek Farm Fair, Snowflake Lane and the ice rink.

❖ August Meeting

Chair Freeburg said the holiday events would be discussed at the August meeting of the Committee.

Mr. Ogliore stressed the need for the Committee to make a final decision relative to the 6th Street Fair as soon as possible. Mr. Waisanen suggested the event could be discussed at the July Committee meeting, even if it were to be the only agenda item. Mr. Bennett suggested much of the work on the event could be done behind the scenes, and if consensus is reached one way or another Mr. Ogliore could be informed right away, leaving the formal vote for the July 9 meeting.

Mr. Bennett said one option would be to move the August meeting agenda items to the July meeting and canceling the August meeting. Another option would be to hold the August meeting agenda items over to September. Chair Freeburg said she would prefer to retain the July meeting with a single item, and to push the August agenda to September, by which time the Committee hopefully will have a better footing on restrictions and guidelines.

A motion to move the August agenda items to September was made by Mr. Anderson. The motion was seconded by Mr. Waisanen and the motion carried unanimously.

❖ Post-Event Evaluations – None

❖ Comments/Follow-up – None

7. NEXT MEETING

❖ July 9, 2020

8. ADJOURNMENT

A motion to adjourn was made by Mr. Waisanen. The motion was seconded by Mr. Ogliore and the motion carried unanimously.

Chair Freeburg adjourned the meeting at 9:15 a.m.