

CITY OF BELLEVUE
SPECIAL EVENTS COMMITTEE
MEETING MINUTES

July 11, 2024
8:30 a.m.

Bellevue City Hall
Virtual Meeting

MEMBERS PRESENT:

Susan Freeburg – Parks
Chad Charbonneau - Parks
Andy Oltman – Fire
Landon Barnwell – Police
Christopher Rivera – Transportation
Casiano Atienza – Transportation
Neal Christiansen – Community Representative East
Mike Ogliore – Business Representative Downtown
Laurie Scott – Downtown Resident Representative
Meredith Langridge –Event Promoter, Position 1
Jonathan Rose – King County Metro

OTHERS PRESENT:

Emily Martella, Parks; Councilmember Stokes; Randy
Nuñez, Fiesta del Maiz; Lizette Flores, Community
Development; Eric Stewart – King County Metro; Lisa
Seigman, Development Services; Claude Iosso, City
Manager’s Office; Mark Heilman, Neighborhood Outreach;
Vincent Stroud, Fire

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 Laurie Scott. The motion was seconded by Meredith Langridge and the motion carried unanimously.

4. APPROVAL OF MEETING MINUTES

A motion to approve the June 13, 2024, meeting minutes as submitted was made by Laurie Scott. The motion was seconded by Meredith Langridge and the motion carried unanimously.

5. COMMITTEE REPORTS

❖ Routing and Location Subcommittee Report

Casiano Atienza reported that transportation has received feedback on what could be done

differently next year in regard to the July 4 celebration. Overall, however, the event went well. The subcommittee has recently been focused on planning for the Indian Independence Day festival.

6. OLD BUSINESS

❖ Event Application: Indian Independence Day Celebration/Parade

Casiano Atienza said transportation is okay with the date, time and location of the event, but a traffic control plan has not yet been submitted, nor has any documentation of permission from the property owners of various parking areas to be used.

Christopher Rivera confirmed the need to have an overall traffic control plan submitted.

Chair Freeburg reminded the Committee that date, time and location is routinely approved before all necessary paperwork is submitted. Of course, the event cannot proceed unless and until all paperwork is filed and all conditions are met. The event date is August 15. The event is slated to occur between 6:30 p.m. and 9:00 p.m., with some road closures starting earlier. The location is City Hall Plaza and 110th Avenue NE.

Lisa Siegman asked if the parade element of the event would be going forward. Chair Freeburg said the event organizer has been working to go ahead with a small parade, contingent on meeting all safety requirements from police and transportation. There are definite challenges associated with making the parade happen, but transportation and police, along with the city manager, have been working diligently to see the parade happen in some form. Tents will be erected on the City Hall Plaza where the main celebration will occur. Access to and from the City Hall doors to the pedestrian ramp is required to be maintained.

A motion to approve the date, time and location for the Indian Independence Day Celebration/Parade was made by Jonathan Rose. The motion was seconded by Laurie Scott and the motion carried unanimously.

6. NEW BUSINESS

❖ Event Application: Fiesta Del Maiz

Chair Freeburg said the event is planned for October 5 from 11:00 a.m. to 4:30 p.m. at Crossroads Park. The event organizer is anticipating 500 attendees in addition to 16 to 18 vendors, volunteers and staff. The intent is to use the lawn area. The food vendors will have propane grills, and there will be art vendors set up on the lawn. There will be Aztec dance performances, and workshops by Youth Eastside Services. Parking will be at the park and at the Youth Eastside Services parking area for vendors.

Vincent Stroud asked if food will be cooked on site. Chair Freeburg said the application specifically states that a propane grill will be used to cook hot food. All normal procedures from fire will have to be followed in regard to the tents.

Event organizer Randy Nuñez said the idea for the festival came about in conversations with a number of community members about corn as an ancestral food. The event is intended to focus on the cultural, culinary and historical aspects of the food. Becoming a recipient of a Cross Cultural grant from the city provided the opportunity to launch into making the festival happen.

The ideal location is Crossroads, which is at the center of a number of communities of color. The intent is to keep the vision within a certain boundary and to hold the event annually. The plan is to have cultural performances by an Aztec group, one of which is local. Food vendors will be invited to center on corn, and the art vendors will also center on maiz and indigeneity. Youth Eastside Services staff will participate by holding workshops focused on the history of maiz and how to grind it and make food from it.

Vincent Stroud stressed that the tents will need to have appropriate spacing and appropriate fire extinguishers, particularly those that will be cooking food. More also needs to be known about the use of generators and where electricity will come from. Randy Nuñez allowed having organized events in the past but nothing involving an outdoor festival. There will be outreach to food vendors once the city hands down the guidelines of what is expected. The food vendors will all be using tents rather than food trucks.

Chair Freeburg explained that once the Committee approves the event, the routing and location subcommittee will set up a meeting to discuss in detail the conditions and expectations.

Casiano Atienza remarked that if attendance exceeds 500 a parking plan will be required that will include documentation of permission for the use of any parking areas outside of the park. Casiano Atienza said transportation otherwise had no concerns about the event. Randy Nuñez said in addition to just securing parking space, social media will be used to communicate those spaces to the community.

Chair Freeburg said a parking plan will be needed regardless of the number of attendees. The parking lot at Crossroads Park is not able to accommodate the expected attendance number. The plan will need to include a plan for advertising those locations. Crossroads Mall discourages event attendees from parking in their parking lot, though they can be asked for permission. Outreach materials should also be clear about where not to park.

Landon Barnwell said police had no concerns. Andrew Oltman said the same was true for fire.

Chad Charbonneau said there will be issues to discuss in the routing and location subcommittee meeting, but noted otherwise not having any issues.

A motion to approve the date, time and location for Fiesta del Maiz was made by Casiano Atienza. The motion was seconded by Meredith Langridge and the motion carried unanimously.

❖ Post-Event Evaluations

A. Kelsey Creek Sheep Shearing

Chair Freeburg said overall the event went very well. Event organizers reported it was fun, inexpensive and ideal for families. It featured sheep shearing, food and pony rides. A lot of work went into getting wi-fi operational to facilitate payment processing. Police assisted with the traffic flow, and the shuttle service ran from Bannerwood. Cleanup continued through Monday morning after the event. Farm staff noted that the weather was challenging given that it was rainy. The sheep shearing stage became slippery due to the rain. For next year, the setup will change to Tuesday through Friday, with a little done each day. The food trucks will be set up and ready to go by 9:30 a.m. instead of 10:00 a.m., and all preparations will be made to anticipate having a slippery stage.

Meredith Langridge said the event was very well organized. The weather was not great but a large number of families came out anyway, especially families with little ones. It would be nice to have a central covered area for attendees to gather under.

Landon Barnwell reported that two police officers were assigned to the event and they reported no issues.

B. Paws and Pride

Chair Freeburg said the Downtown Park event included a walk around the loop. The event also for the first time included a beer and wine garden.

Mike Ogliore said the event could not have gone any better. Based on some feedback, the event was moved to Downtown Park from Ashwood Park. There were worries about having a thousand participants all on the pathway, but the MC and pre-event communications worked to alleviate those concerns. The event is not timed and the atmosphere is very chill. There were no issues. The pre- and post-event activities included the main stage, the beer and wine garden, and a pride flag-raising ceremony. The event lasted from 9:00 a.m. to about 1:00 p.m., and cleanup was easily accomplished.

Landon Barnwell said four officers were assigned to the event and they reported no issues.

Casiano Atienza reported having heard nothing on the transportation side.

Andrew Oltman said fire had no concerns.

Chad Charbonneau said things went well for the most part. There were more vehicles in the park than is normal for such an event but otherwise there were no concerns.

Laurie Scott noted having attended and enjoyed the event. Of concern was the fact that none of the vendors had poop bags. Additionally, the stage volume was really loud prior to the event.

C. Juneteenth Community Celebration

Chair Freeburg said the event did not happen in the park as was planned. The organizer chose to move the event to the school because of the weather. Fire conducted an inspection of the food vendors at the school prior to the event. The organizer has indicated planning to return to the park location next year for the event.

D. Correctional Peace Officers Memorial

Chair Freeburg said the weather was perfect for the memorial service for fallen correctional officers from across the nation, and the layout plan was a success. All went well without any real challenges or safety concerns.

Andrew Oltman stressed the need to notify the dispatch center if a 21-gun salute is to be allowed, in time to get the word out.

Landon Barnwell said the organizer was supposed to have notified dispatch that morning but apparently, that did not happen.

❖ Comments/Follow-up

Chair Freeburg reported that the Washington Ganesh Festival that was slated to occur in September has been canceled.

Councilmember Stokes took a moment to say it sounds like the city has enjoyed a banner first part of the year in regard to events. The Committee members were congratulated and thanked for all the work they do. The community rates the city very high in terms of parks, police, fire, and all the other departments.

7. NEXT MEETING

❖ August 8, 2024

8. ADJOURNMENT

Chair Freeburg adjourned the meeting at 9:19 a.m.