

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

January 10, 2019  
8:30 a.m.

Bellevue City Hall  
Conference Room 1E-112

**MEMBERS PRESENT:**

Jon Wilson – Parks  
Andy Heider – Parks  
Dean Harm – Fire  
Glen Albright – Fire  
Mike Shovlin – Police  
Neal Christiansen – Community Representative East  
Joann deYoung – Community Representative Downtown  
Jeanne Grote – Community Representative South  
Mike Ogliore – Business Representative Downtown  
Chris Dunham – Business Representative West  
Laurie Scott – Downtown Resident Representative  
Meredith Langridge – Special Event Promoter, Position 1  
Claude Iosso – City Manager’s Office

**OTHERS PRESENT:**

Imane Elmesbahi, Parks

**RECORDING SECRETARY:**

Gerry Lindsay

**1. CALL TO ORDER**

The meeting was called to order at 8:31 a.m. by Chair Wilson who presided.

**2. COMMUNICATIONS: Written and Oral**

Chair Wilson announced that the Strawberry Festival is under new leadership. It currently has an interim executive director and the search is on for a permanent executive director. The transition left everyone wondering if the event would be moved to mid-July or canceling it altogether. He said the interim executive director has indicated the options are still being discussed and hopes to have an answer before too long.

Chair Wilson reported that the Concours d’Elegance event organizers have decided to hold the event in 2020 rather than in 2019. They did not believe they had the time they needed to get all of the sponsorship and time needed to have the event in 2019 at the level they want to do it.

The Committee was reminded that the Bellevue Festival of the Arts had been looking at establishing a new footprint after losing their traditional site to development. However, after full discussions, the organizers have decided to end all operations. That will leave only two arts festivals, the 6th Street Fair and the Bellevue Arts Museum event.

Chair Wilson took a moment to introduce Laurie Scott, the new downtown resident representative.

Ms. Scott said she loves living in downtown Bellevue and loves all the events that take place there. She said she serves on the homeowners association board for Washington Square.

### **3. APPROVAL OF AGENDA**

Chair Wilson noted that the Sheep Shearing and Farm Fair events had been added to the agenda after it was emailed to the Committee members.

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

### **4. APPROVAL OF MEETING MINUTES**

A motion to approve the December 13, 2018, meeting minutes as submitted was made by Ms. Langridge. The motion was seconded by Ms. Grote and the motion carried unanimously.

### **5. COMMITTEE REPORTS**

#### **❖ Routing and Location Subcommittee Report**

Chair Wilson said the subcommittee met on January 8 with the All In for Autism 5k/10k organizers. He said the route and the logistics have been established. They will still need to meet with Mr. Heider to go over the race village footprint and setup.

#### **6. OLD BUSINESS – None**

#### **6. NEW BUSINESS**

#### **❖ Applications of Intent**

*Festival of Color*  
*CRY Holi*

Chair Wilson commented that both festivals are slated for the same day, with the first at Crossroads Park from noon to 4:00 p.m.; and the latter at Downtown Park, also from noon to 4:00 p.m. There were issues with CRY Holi in 2018 relative to where they set up and how the park was left after the event. There was a similar situation at Crossroads Park in 2018 relative to how the park was left. Parks staff no doubt will want to meet with the organizers of both events to set stronger conditions and actions that will occur if the conditions are not set.

Mr. Heider said the CRY Holi event intentionally used an area of Downtown Park that it was not supposed to use in 2018 and the result of significant damage to the turf that took parks staff several weeks to bring back up to normal. He said in meeting with the organizer he will be very clear about the conditions and what needs to be cleaned up after the event.

Chair Wilson said at Downtown Park the stairs and handrails that come down from the center lawn area into the plaza area were not cleaned after the event, thus they were left with a great deal of color on them. At Crossroads Park, the shelter and the sidewalk around it was also left with a great deal of color on it, but because it is in an area where the rain does not wash it all

away, parks staff had to go in and pressure wash it. One option for Downtown Park would be to require the event to locate on the plaza next to the pond, but the color might adversely affect the pond and the water fowl in some way. While the rain eventually washes the color away, another option would be to require the area to be pressure washed after the event. Using the grassy area would be perfect if the event were not held early in the spring when that area is very wet.

Mr. Christiansen asked what plans the event organizers have in place should it rain on the day of the festival. Chair Wilson said they realize that rain is probable at that time of year and they just deal with it. The colors used are water soluble and do not damage the grass. The impact on the grass is from people stomping around on it.

Mr. Heider said parks staff met with the CRY Holi organizers on site prior to the 2018 event to discuss the details. Unfortunately, none of what was discussed was documented and there were different recollections on the part of both parties relative to where the event was supposed to set up. Parks staff now fully document everything. Someone from parks will be assigned to be on site during setup for the event. The Festival of Color stayed pretty close to the plan except for the area around the shelter.

Ms. Dunham asked if a fee could be charged to both events since it is known there will be cleanup costs afterwards. Chair Wilson said that is the approach under consideration. He allowed that the Festival of Color in Crossroads Park has actually done a good job in the past of making sure the restrooms and the area of the festival. The plaza area is not where the people were throwing the colors, nor was the stairway in Downtown Park. In both instances, however, colors thrown on people were transferred to those areas as event participants made their way to the restrooms. In meeting with the event organizers, the need to pressure wash will be discussed, either in terms of the organizers taking care of it, or by charging a fee to cover parks staff doing the work. For the last few years, the festivals have been held in early March and the proposed date for 2019 is two or three weeks later, but that does not necessarily mean rain will not be an issue. Attendance at the events is always dependent on the weather.

Chair Wilson proposed putting the two events into the stack of events to be approved, keeping in mind that conditions will be set for both that will include having the events staffed and a requirement for cleaning the facilities post event.

Mr. Albright said he would be looking to develop more detailed setup maps for both events. The maps will be clear about where any food trucks will be allowed to set up.

Ms. Dunham asked why the two similar events are not located in a single location. Chair Wilson said that issue was raised two years ago at which time the events wanted both events to be held on the same day in the same park. The following year they wanted to have the two events on two days in a row. Both events serve as fundraisers and it has proven best to keep them separated. There is a third color event that is held at Marymoor Park in Redmond that sees upwards of 10,000 people attend.

### *Sheep Shearing*

Chair Wilson said the city event anticipates no changes to its format. There is no special event fee charged for the event.

### *Evergreen Health 7 Hills of Kirkland*

Chair Wilson said the rules of the road bike ride is held primarily in Kirkland but the route passes through a corner of Southwest Bellevue near the South Kirkland park and ride on Northup Way. In the past the event has been approved as a special event just to make sure the city is in the loop with the organizer on any road closures or issues. The fee has previously been waived for the event. Kirkland has the organizer put up very good signs a full week ahead of the event.

#### *All In for Autism*

Chair Wilson reminded the Committee that it had previously approved the event.

#### *Strawberry Festival*

Chair Wilson reiterated that the event remains an unknown as to whether it will happen at all or be moved to sometime in July.

#### *Bellevue Four on the 4th Dog Jog and Walk*

Chair Wilson said no changes are anticipated for the event. Construction on the new firehouse, once it begins, will impact the event relative to the use of 112th Avenue NE and NE 12th Street, but that will not be in 2019. The event is a city partnered event.

#### *Live at Lunch*

Chair Wilson said no changes are expected to the event, which occurs on Tuesday, Wednesday and Thursday at different plazas throughout the city during the summer months. He said the fees for the event have always been waived by the Committee.

#### *Downtown Movies in the Park*

Chair Wilson introduced Brad Bennett who he said was the person who started the Downtown Movies in the Park and who is now the new enterprise recreation manager overseeing several divisions.

Mr. Bennett said the event was originally located in the north end of the park; it was moved to the plaza for the first time in 2018. Chair Wilson said the family event has always been well attended and has not triggered any noise issues of note.

Mr. Christiansen commented that it is difficult for the public to find out what movies are to be screened. Chair Wilson said he passed along that comment last year. Staff are in many ways still learning how to navigate the city's new website. However, a website [BellevueMoviesinthePark.org](http://BellevueMoviesinthePark.org) has been set up. He agreed it should be easier to find the movies from the city's main webpage.

#### *StanceWars Seattle*

The event at Bellevue College went well in 2018 with no complaints. Sgt. Shovlin said his department made it clear that anyone doing anything stupid would get a ticket. It helped to park police cars with their lights on 148th Avenue SE where everyone had previously stood and cheered those leaving the event, though even then some ten persons were ticketed.

Ms. Dunham said one of her coworkers will be looking into whether or not the event triggers additional hotel bookings, particularly in the Eastgate area. She said it appeared at first glance, however, that most of the attendees simply drove in and did not stay overnight.

Sgt. Shovlin noted that he had previously shared with the Committee the fact that the house next to his operated as a VRBO during the 2018 event. All five of the guys who rented the facility came from different states for the event.

Mr. Harm said his department had to resubmit its invoice for having a dedicated unit and staff at the 2018 event. He said the invoice had yet to be paid.

Chair Wilson suggested tabling the event and holding off on approving it until the details of that sort are worked out.

*6th Street Fair  
Bellevue Arts Museum*

Chair Wilson informed the group that both events had submitted all of the necessary information. He reiterated that the Bellevue Festival of the Arts event would not be held in 2019 due to development taking over the site of the event.

Chair Wilson suggested that the Committee may at some point benefit from having a big-picture discussion regarding downtown development and how it might impact events.

Mr. Ogliore said starting in 2020 his event might be impacted by development in the south end of the DOXA church lot. Of the 100 booths set up for the event, that site accounts for 40 or more. The intent is to open explorations about squeezing out more on 106th Avenue NE and/or at the Paccar site on the west side of 106th Avenue NE.

Chair Wilson allowed as the downtown continues to redevelopment, surface parking areas are disappearing.

The Committee members were informed that there will be more discussions regarding logistics and costs involving police and fire given how large the event is.

*Crossroads Movies in the Park*

It was stated that the event occurs on Thursday nights in Crossroads Park during the month of August. The event always goes very smoothly and does not trigger any issues. It is a city event.

*Jubilee REACH/Celebration in the Park*

Chair Wilson said the event held in Downtown Park sees a couple thousand attendees. The event itself lasts just over an hour. New for 2019 the event organizer wants to include some food trucks. Kemper Development Company allows parking at Bellevue Square for the event, which concludes by 11:00 a.m. It is not known if the additional of food trucks will push back from the 11:00 o'clock hour.

Sgt. Shovlin said officers are posted in the park and at the street crossing.

Chair Wilson said while the event usually does not trigger any complaints, there have been times when the amplified sound had to be turned down.

### *Flavors of India*

Chair Wilson said the event is seeking to hold the two-day event on Labor Day Weekend. The organizer is anticipating an attendance of about 6000 over the course of the two days, though that might be a high estimate. The parade is held on the second day, which is Sunday. It starts on NE 4th Street, continues to 156th Street NE to NE 8th Street and then into the park, lasting about an hour and a half. For the most part the parade went well in 2018, though there were some concerns that will need to be addressed.

Sgt. Shovlin said the parade was given an hour and a half and took all of that time. They stopped the parade before the intersection of NE 8th Street and 156th Avenue NE, and after it so as to avoid blocking the intersection. The biggest problem was even though the road was coned off, because the event lasts so long traffic started cutting in between the cones and running in the closed off areas. The company that puts out the cones needs to do a better job of preventing traffic from doing that.

Chair Wilson said the volunteers did a good job and it was suggested they should walk alongside the parade and act like a rope to keep everyone back. Sgt. Shovlin said that would help to solve the problem.

Chair Wilson added that the event is partnered.

### *Ukrainian Festival*

Chair Wilson said the event organizer submitted the application with a request to hold the event on Saturday September 7. He said the event is larger than Flavors of India and it is a good thing for the park that it will be held later in the year. The event is considered new because of the significant date change. Nothing about the event itself will change, however. Somewhere between 12,000 and 15,000 are expected to attend in one day. The organizer has asked about making it a two-day event to accommodate the large number of Ukrainian dance and music groups throughout the region.

In 2018 the event started with rain, so the start of the stage events was delayed. It was assumed that because the event started late, the sound permit would be allowed to run beyond 8:00 p.m. to 10:00 p.m. It has been made abundantly clear to them that the end time for the sound permit is not changeable even if that means bumping some acts. If allowed two days for the event, it would be easier for them to accommodate all of their groups. The organizer was informed, however, that another event had already been approved for the second day. That event was Concours d'Elegance, which has since canceled so allowing for a two-day Ukrainian event might work. However, for the future should the Concours event come back and if the Ukrainian festival is allowed two days, it might be necessary to seek an alternate date for Concours. Both events are large and require security.

Chair Wilson noted that the festival is a partnered event.

### *Komen Seattle 3-Day*

Chair Wilson said the event has become smaller in the last few years and now involves only Friday in Bellevue. The participants walk through Bellevue and visit Downtown Park for lunch and entertainment. The event has very little impact on the park, and the walkers use the sidewalks and follow all rules of the road.

Mr. Albright asked about lunch in the park and Chair Wilson explained that they are all prepared. Nothing is cooked on site and there are no food trucks involved.

#### *Farm Fair*

Chair Wilson said the city event is easy going and does not generate any issues.

#### *Downtown Ice Rink*

Mr. Ogliore said the event will run from Thanksgiving through January 19. Chair Wilson stressed that parks like to have the park reopened by February 1. Mr. Ogliore said the heat pump chiller that will be brought in melts the ice in a day and a half instead of about a week it has previously taken. That will speed up the load out.

Chair Wilson asked how the current ice rink operation has gone and Mr. Ogliore said except for the wind events that triggered shut downs, things have gone well. He said there had been more closures this year than in the last ten years combined. Even so, some 40,000 skaters have visited the rink.

Chair Wilson asked if the facility at T-Mobile Park had negatively affected attendance. Mr. Ogliore said it had not.

Chair Wilson said he had not received any phone calls or complaints about noise concerning the ice rink. The one call received was focused on the question of why the ice rink is set up in the pond. Mr. Ogliore said he had made a concerted effort to keep the volume turned down. He said the top complaint he receives from users is that the music is not loud enough.

#### *Snowflake Lane*

Chair Wilson reported that for the most part all went well with the event. Sgt. Shovlin agreed, adding that the changes made over the last couple of years has made it difficult to accurately say if the number of attendees has gone up or down. He said there were several very busy nights and one night that was the slowest he has ever seen. The floats had to be shut down on two different nights because of the wind.

Answering a question asked by Mr. Christiansen, Sgt. Shovlin said the event ended on December 24, which has been the practice over the last couple of years. In the past Celebration Lane kicked off after Snowflake Lane ended, but that event ended two years ago.

Chair Wilson said the length of time between Thanksgiving and Christmas Eve this year meant the show ran for 32 nights. Next year it will only run for 27 nights.

A motion to approve the Bellevue Downtown Ice Rink, Kelsey Creek Farm Fair, Northwest Ukrainian Festival, Flavors of India, Crossroads Movies in the Park, 6th Street Fair, Bellevue

Arts Museum Fair, Downtown Movies in the Park, Live at Lunch, Bellevue Four on the 4th Dog Jog and Walk, and Kelsey Creek Sheep Shearing events for date and location was made by Ms. Grote. The motion was seconded by Ms. Scott and the motion carried unanimously.

A motion to approve the date and location of the route through Bellevue for the Evergreen Health 7 Hills of Kirkland event and to waive all fees for it was made by Mr. Christiansen. The motion was seconded by Ms. Grote and the motion carried unanimously.

A motion to approve the date, time and location for the Snowflake Lane, Komen Seattle 3-Day Walk, Jubilee REACH, Festival of Colors and CRY Holi events, with set conditions and the appropriate special event fee, was made by Mr. Christiansen. The motion was seconded by Ms. Grote and the motion carried unanimously.

Chair Wilson tabled approval of the StanceWars event pending affirmation that all invoices from 2018 were paid in full.

Chair Wilson noted that an application for the 4th of July and Garden d'Lights events had not been received.

Ms. Dunham asked if anyone anticipates applications for events to be held in Meydenbauer Bay Park once it opens. Chair Wilson said requests likely will be submitted, but no events will be allowed there during 2019 and probably forever.

Chair Wilson reminded the Committee that a group came forward around Thanksgiving wanting to put on a New Year's Eve fireworks event. Given the lack of time to plan for such an event, it was turned down. The group is, however, working toward New Year's Eve 2020. A number of details will need to be worked out.

## **7. NEXT MEETING**

❖ February 14, 2019

## **8. ADJOURNMENT**

Chair Wilson adjourned the meeting at 10:00 a.m.