

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

February 8, 2018  
8:30 a.m.

Bellevue City Hall  
Conference Room 1E-112

**MEMBERS PRESENT:**

Jon Wilson – Parks  
Andy Heider – Parks  
Derek Landis – Fire  
Dean Harm – Fire  
Claude Iosso – City Manager’s Office  
Dave Sanabria – Police  
Sgt. Michael Shovlin – Police  
Capt. Marcia Harnden – Police  
Jonathon Lee – Business Representative, Crossroads  
Neal Christiansen – Community Representative East  
Joann deYoung – Community Representative Downtown  
Chris Dunham – Business Representative Downtown

**MEMBERS ABSENT:**

Reilly Pittman – Development Services  
Glenn Bartolome – Metro Transit  
Mike Ogliore – Business Representative Downtown  
Meredith Langridge – Special Event Promoter, Position 1  
Jeanne Grote – Community Representative South  
Roz Liming – Business Representative, Crossroads  
Sean Nichols – Fire  
Mazen Wallaia – Transportation

**OTHERS PRESENT:**

Cynthia Van, Parks  
Councilmember Lee  
Mark Heilman, Planning and Community Development  
Mike Tolliver, StanceWars  
Tresa Berg, Transportation  
Savana Makepeace, Transportation

**RECORDING SECRETARY:** Gerry Lindsay

**1. CALL TO ORDER**

The meeting was called to order at 8:34 a.m. by Chair Wilson who presided.

Councilmember Lee noted that he has served on the City Council for 24 years and had been appointed to serve as liaison to the Special Events Committee. He said Bellevue is a multicultural community who are proud to share their activities. He urged the Committee to be creative in planning events. Space, opportunity and location are all key to good activities, and good activities bring people together.

## **2. COMMUNICATIONS: Written and Oral**

## **3. APPROVAL OF AGENDA**

The agenda was amended to add discussion of a Bel-Red area open street event and the previously tabled events.

A motion to approve the agenda as amended was made by Sgt. Sanabria. The motion was seconded by Mr. Christiansen and the motion carried unanimously.

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

A motion to approve the January 11, 2018, meeting minutes as submitted was made by Sgt. Sanabria. The motion was seconded by Ms. de Young and it carried unanimously.

## **5. OLD BUSINESS**

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

## **6. NEW BUSINESS**

### **❖ Bel-Red Street Event**

Mark Heilman with Planning and Community Development said since July 2017 he has been working in the area of community engagement. He said one of the projects he is working on the Bel-Red look back, and he noted that the role he plays including informing the area of upcoming changes and helping the neighborhood to establish its own identity. The Bel-Red look back will take place throughout 2018 and will provide a good opportunity to interact with the local community. One opportunity that has been talked through with transportation and other departments staff involves an open street event either on the afternoon of July 7 or July 8 from about 1:00 p.m. to 4:00 p.m. The idea is to block off two or three blocks to allow kids to ride their tricycles, bicycles and skateboards. The event would provide the opportunity for city department representatives to inform the community directly about what is happening and what is coming up next. The block party may include some simple entertainment.

With regard to possible locations, Mr. Heilman said one option would be on 130th Avenue NE in front of Cadman where there are very few businesses that operate on the weekends. The location is next to the Sound Transit station and is in the area that has been targeted for an arts district. The other option is near GIX on 124th Avenue NE in the Spring District. The square block around GIX would be a great place for kids to ride their bikes, and there is a park to the west of GIX.

Chair Wilson asked how many are projected to attend. Mr. Heilman said it would be difficult to make any accurate projections but estimated that it would draw on the order of 200 to 300 people.

Sgt. Sanabria suggested it would be easier to secure the area near GIX in the Spring District than it would be to close off 130th Avenue NE. He said access to 124th Avenue NE could more easily be controlled. He said he was open as to whether or not the event should be required to have a special event permit. Mr. Heilman said if the GIX site were chosen, there would be no need to close 124th Avenue NE. He also noted that if made into an ongoing event, it would be better to have it occur in the Spring District.

Mr. Christiansen asked if the preference was for Saturday or Sunday. Mr. Heilman said he would prefer to hold the event on Saturday. Sgt. Sanabria pointed out that the police have personnel on duty on Saturdays, whereas on Sunday it would require paying overtime.

Chair Wilson said he would have the Committee discuss the particulars later.

#### ❖ Previously Tabled Events

Chair Wilson noted that the Ukrainian Festival was seeking to expand from one day to two days, and that the Flavors of India event wanted to go from two days to one day. Both of those events want to remain at Crossroads, the Ukrainian Festival on August 25 and 26, and Flavors of India on September 1. He said the Ukrainian Festival organizer is willing to have a single day but would prefer two given that it drew a large crowd last time. The one-hour Jubilee REACH event between 10:00 a.m. and 11:00 a.m. is slated for Downtown Park on August 26, but it should not conflict with the Ukrainian Festival at Crossroads.

Chair Wilson said Jubilee REACH has permission to park at Bellevue Square provided the event concludes on time. The main concern is mitigating sound in Downtown Park.

A motion to approve the time, date and location for the Jubilee REACH event was made by Ms. de Young. The motion was seconded by Mr. Harm and the motion carried unanimously.

Mr. Christiansen asked what the concern of parks is relative to having the Ukrainian Festival and Flavors of India occur back-to-back at Crossroads Park. Chair Wilson said one of the main concerns is the need to balance the public's use of parks with the use of parks by events. He pointed out that the weekend before Labor Day weekend is the busiest weekend all summer when it comes to reservations for picnics.

Mr. Heider said the other issue is the time needed for the turf in the park to recover after a major event. The turf can recover fairly easily after a single large event, but it is more difficult where back-to-back events occur.

Mr. Christiansen asked if the two events are the only ones scheduled for the entire year to occur back to back. Chair Wilson said that is currently the case in Crossroads Park. There are some back-to-back events slated for Downtown Park but with the new plaza there is less of an impact on the grassy areas. Events in Downtown Park are not scheduled for three weeks or more after the Fourth of July event to allow the turf to recover.

Mr. Christiansen pointed out that just like last year, the proposal is to allow events to occur over the course of three days on consecutive weekends. Sgt. Sanabria said the size of the events is

significantly different. Flavors of India draws between 1000 and 2000 attendees, and the Ukrainian Festival draws significantly more than that. He said his preference would be to approve the Ukrainian Festival as a one-day event only. Chair Wilson allowed that that would give an extra day for the park to recover between events.

Mr. Christiansen suggested that going forward where there are going to be back-to-back weekend events, it would make sense to have the larger of the two events occur on the second weekend in that that would give the park more time to recover. Sgt. Sanabria pointed out that both events specifically chose the dates they want for specific cultural or historical connotations. He added that the better attended Ukrainian Festival, especially if made a two-day event, will mean less opportunity for the general public to use the park. Mr. Christiansen said he was less concerned about the issue of balance, noting that there are benefits associated with drawing people to the community.

Ms. Dunham asked if consideration had been given to holding the two events on the same weekend, the Ukrainian Festival on Saturday and Flavors of India on Sunday. Chair Wilson said he had considered that. The problem is the organizers have chosen the event dates for specific reasons, and there would be conflicts between teardown for the first event and setup for the second. He agreed with Sgt. Sanabria that asking the Ukrainian Festival to go to one day would give the park an extra day to heal.

Mr. Christiansen asked how long it takes the park to recover from the Strawberry Festival. Mr. Heider said it takes between four and five weeks. That is primarily because of the setup that has rows of vendors and constant foot traffic going over the same area day after day over two days. Chair Wilson said the Ukrainian Festival is actual similar in the way it is set up.

Sgt. Sanabria said it is known what Flavors of India wants and needs and he suggested approving it as a recurring event. He proposed tabling the Ukrainian Festival to allow time to meet with the organizer and talk about whether it will be a one- or two-day event. It should not be made a two-day event just because the organizer would like it to be.

Mr. Christiansen asked what concerns there were regarding the Flavors of India parade. Chair Wilson said they want to move from Sunday to Saturday, which could mean the impacts will be greater. Beyond that, the parade is a returning event and for the most part the concerns are not that great. It will be necessary to notice it and approve a traffic control plan.

A motion to approve the Flavors of India event, and to table the Ukrainian Festival event, was made by Sgt. Sanabria. The motion was seconded by Ms. de Young and the motion carried unanimously.

#### ❖ StanceWars Event at Bellevue College

Chair Wilson noted that the StanceWars event has been held at Bellevue College for a number of years. It came up on the city's radar because of impacts to the community. The Committee is charged with addressing public events that take place on public property, and StanceWars takes place on private property. However, because there are impacts beyond the private property to the public at large, the Committee can set conditions.

Mike Tolliver with the event organizer Happenstance said he has been working with Bellevue College for many years. The car show was originally held at a location in Snoqualmie called DirtFish, but due to sound amplification and other reasons, the facility lost all of its permits,

necessitating the move to Bellevue College. The 2018 iteration of the StanceWars event will be the seventh year at Bellevue College.

Mr. Tolliver said the event will run over three days, July 6-8, beginning at Renton's Water Park on Friday night from 8:00 p.m. to 10:00 p.m. The event moves to Bellevue College on Saturday night from 5:00 p.m. to 10:00 p.m. and can generate as many as 8000 attendees, many of whom travel to the event from as far away as Colorado and Canada.

The main concern with Bellevue is traffic on 148th Avenue SE. Mr. Tolliver said he had for years pushed Bellevue College to hire enough police force to take over the intersection for four or five hours to direct traffic. Traffic has backed up all the way to I-90 as attendees were required to stop at the entrance to the college to pay their entrance fee. In 2017 attendees were allowed to park on the campus first and walk up to pay their entrance fee, which did improve the traffic flow. He said if an attendee does something stupid, it should be taken care of. The frustration has been the inability to address issues and violations on the campus.

Capt. Harnden asked how many off-duty officers would need to be hired. Mr. Tolliver said four were hired in 2017 and seven in 2016. It all depends on what the college is able to provide.

Sgt. Sanabria suggested that because the event has such an impact on the neighborhoods surrounding the campus, the event should not be allowed to continue at that venue absent approval from the Special Events Committee. All of the officer overtime that is going to be required will have to be paid for by the event. In 2017 it was necessary to pull officers off the street to focus on preventing the racing that was occurring on 148th Avenue SE. The officers who have in the past worked the event have been hired through Puget Sound Executive Services, many of whom are retired officers who are on site primarily to address security issues on the campus. The issues of concern to the Committee are those that occur off the college campus in the surrounding neighborhoods.

Chair Wilson said an application for the event would need to be submitted 90 days or more ahead of the event. The Committee should have something to discuss by the March meeting. Mr. Tolliver said he had been advised by the head of security for Bellevue College to apply for a special event permit from the city.

Mr. Landis noted that fire had had concerns in 2017 about the location of tents for the event. Mr. Tolliver said that element was to be eliminated entirely. Mr. Landis said he would talk offline about other requires, including sound, fire protection and crowd management. Mr. Harm said fire wants to see a fire resource on hand for any event that draws more than 5000 people.

Mr. Tolliver said one of the major issues for the event is how to move a lot of cars in quickly and then how to move them back out quickly. A car show at a venue like the Tacoma Dome traditionally moves in all the cars three hours ahead of the event, disconnects all the batteries and shuts off the gas lines. Fire personnel are then called in to check everything out before the show starts. It then takes another three hours to move the cars back out. From the perspective of the car owners, however, that is a very long period of time. He said his shows avoid indoor facilities for that very reason, with everything brought in and taken back out in about four hours. All exits to and from the Bellevue College campus are utilized.

Capt. Harnden asked if alcohol is sold at the event. Mr. Tolliver said that is not allowed on the college campus. He allowed that it is a possibility that people bring in their own.

❖ Post-Event Evaluations: Garden d’Lights, Bellevue Magic Season, Snowflake Lane

Mr. Christiansen said Garden d’Lights was a very good event. Chair Wilson added that attendance was about normal. Mr. Christiansen commented that the parking plan works quite well. There is a lot of traffic on Main Street but having the lights at the main entrance works well.

Mr. Landis commented that there is very little light on the street for those who walk to the entrance. Having more would be an improvement.

With regard to Magic Season, Chair Wilson said the attendance numbers appeared be about normal if not a bit lower. The new configuration and the entrance worked very well. There was one complaint received late on New Year’s Eve about noise and it came from the new condominiums to the southeast of the park. Some tweaks were made to the sound and no other complaints were made.

Chair Wilson said Snowflake Lane was well attended. The event ended Christmas Eve rather than continuing as Celebration Lane as it has in the past. The event went very smooth and the new security features worked well.

Chair Wilson noted that an application had been received for Arts in the Garden. Mr. Christiansen said it was his recollection that the event had not previously been required to have a permit. Chair Wilson noted that some 3000 attend but they are spread out over three days, limiting the impact at any one time.

It was moved and seconded not to require a special event permit for Arts in the Garden was made by Mr. Christiansen. The motion was seconded by Ms. Dunham.

Answering a question asked by Mr. Christiansen, Chair Wilson said the event has not in the past caused any impact on traffic.

The motion carried unanimously.

❖ Comments/Follow-up – None

**7. NEXT MEETING**

❖ March 8, 2018

**8. ADJOURNMENT**

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