

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

August 11, 2022  
8:30 a.m.

Bellevue City Hall  
Virtual Meeting

**MEMBERS PRESENT:** Susan Freeburg – Parks  
Andy Heider – Parks  
Mark Anderson – Fire  
Kyle Nelson – Fire  
Mike Shovlin – Police  
Rick Logwood – Transportation  
Casiano Atienza – Transportation  
Mike Ogliore – Business Representative Downtown  
Laurie Scott – Downtown Resident Representative  
Jonathan Rose – King County Metro

**OTHERS PRESENT:** Brad Bennett, Imane Elmesbahi, Parks; Councilmember Lee;  
Shelley Brittingham – Parks; Claude Iosso – City Manager’s Office; Jera Gilmore-Parks; Brett  
Berntsen – Office of Emergency Management; Travis Worthington

**RECORDING SECRETARY:** Gerry Lindsay

**1. CALL TO ORDER**

The meeting was called to order at 8:33 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 Sgt. Shovlin. The motion was seconded by Mr. Heider and the motion carried unanimously.

**4. APPROVAL OF MEETING MINUTES**

A motion to approve the July 14, 2022, meeting minutes as submitted was made by Laurie Scott. The motion was seconded by Andy Heider and the motion carried unanimously.

**5. COMMITTEE REPORTS**

Councilmember Lee took the opportunity to thank the Committee members for their service. The

last few months have been busy for everyone, and the Council appreciates the work of the Committee, especially in taking on new events like the Rock ‘n Roll Marathon that hopefully will become a regular event. The July 4<sup>th</sup> fireworks show was spectacular.

❖ Routing and Location Subcommittee Report

Casiano Atienza reported that transportation, police, fire and parks have been working together on the routing for the Rock ‘n Roll Marathon event. The team has been collaborating with National Barricade. All is looking good for the 5K event, and the overall plans are being shored up.

Kyle Nelson reported having had several meetings with the Rock ‘n Roll Marathon organizers focused on setup both in the park and long the route for the full marathon, the half marathon and the 5K. Setup for the 5K will occur on Friday afternoon, and the half marathon structures will be setup on Saturday afternoon and inspected early Sunday morning.

Sgt. Shovlin noted also having had several meetings with the marathon organizers. The officers have all been assigned to where they will be posted. It will take every member of the police department to staff the event.

Rick Logwood said there was a very positive meeting with Kemper Development Company to inform them about the timing of the setup and the start time, how the race will release and go through the frontage of Bellevue Square and Lincoln Square. The company is on board. The Bellevue police department is working with the Seattle police department to obtain additional vehicle barriers to protect the start area. Some of those barriers will be moved to the west side for the finish area after the corral area has been released and cleared.

Andy Heider noted that the Committee had also held pre-event meetings with the organizers for the Jubilee Reach, Pakistan Independence and Ukrainian Festival events. Everything is mostly in order, though there remain some details to work out with the Ukrainian Festival. A meeting is scheduled with the Flavors of India event organizers ahead of their September event.

**6. OLD BUSINESS**

- ❖ Tabled Events – None

**6. NEW BUSINESS**

- ❖ Applications of Intent – None
- ❖ Post-Event Evaluations

A. Bellevue Family 4<sup>th</sup>

Jera Gilmore said all the pre-event planning that went into the event paid off. There were some changes from the way the event has been carried out in the past, including the location of the family fun zone, and locating food vendors around the park. Unfortunately, the number of participating food vendors was not as high as hoped. The plaza served as the key focal point for entertainment throughout the day instead of having a large main stage at the north end of the park. Some of the layout changes worked great, others will be reevaluated. Execution of the event was very good even with a lot of new employees who were depending on those who had

worked the event in the past and on the training they had received. There was a strong team effort. There were no incidents or negative occurrences.

Sgt. Shovlin agreed that the event went very well. There were no real issues and the park was emptied and the roads reopened by 11:40 p.m. While there can always be tweaks, no major issues were identified.

Mark Anderson reported that all went well from the perspective of fire. There was one aid call on the south end of the event. One issue that arose was that the pyrotechnic folks were not hearing the radio transmissions while clearing at the end of the event. Fire walked the fallout zone to ensure having someone right on their hip as the event finishes up to make sure the area can be cleared as quickly as possible to facilitate the police in getting folks out of the park.

Jonathan Rose indicated that all went well for King County Metro also, adding that any feedback about routes and services would be welcomed. Notice regarding the arts fair was sent to Metro quite late and it would be good to have all the specifics regarding road closures as early as possible.

Andy Heider noted there was a concern voiced about drones. Sgt. Shovlin allowed that there were private drones flown during the event. There is little the police can do about it. Kemper Development Company did put up geofencing that stopped drones from coming in during Snowflake Lane, but that was something borrowed. So long as there is nothing in place that keeps them from flying, people are going to fly their drones. Police does not have the staffing to go looking for who might be flying them. If drones are discovered they can be grabbed and the operator's name can be sent to the FAA.

Rick Logwood said the signal timings for both the inbound and outbound traffic worked very well. Use of 100<sup>th</sup> Avenue NE for the northbound traffic to NE 10<sup>th</sup> Street and NE 24<sup>th</sup> Street will be looked at again ahead of the 2023 iteration of the event as something that could be used much more effectively. The expanded no parking and tow away zones received positive feedback from the neighborhood representatives to the west of Downtown Park. That kept the corridors open for emergency services if needed but also improved overall access and circulation. There was confusion on the part of some who thought their residential parking zone stickers did not mean having to comply with all the no parking restrictions. Better communication in that regard will occur ahead of the 2023 event. Overall, the closures worked great, though a couple of tweaks are needed to make sure lane closures remain in place for the duration. There were no pedestrian obstructions or accessibility issues identified.

Brad Bennett noted having been responsible for making emergency announcements in the park. Fortunately only one such announcement had to be made due to a lost child situation that was quickly resolved. It was necessary to stop the band from playing and that proved to be challenging, something that should be reviewed ahead of the next time. Overall things went very well.

Mike Ogliore offered kudos to Jera Gilmore for jumping in late in the game and doing an impressive job. The public/private partnership enjoyed by the event continues to be impressive. The Kemper Development Company team is also to be complimented for hosting the parking, and the fireworks and for coordinating with all the city departments to make the event run smoothly. The team from parks is also due kudos for all they did both pre and post event. There are some pros and cons associated with the entertainment plaza that may require some tweaks next time, but overall everything went well. With other cities also holding 4<sup>th</sup> of July fireworks

shows, Bellevue's event was much more manageable than in 2021, even though the crowd was still large.

Sgt. Shovlin said a couple of cars had to be towed from the west side even though ample three-day notice was given ahead of the event. It might be good to send out notice a full week ahead of the event in 2023. One car towed belonged to a person who had gone on vacation four or five days before the event before the no parking signs were posted. The other car was one that had been sitting on the street for some nine years. The city had been trying to clear it from the street for a long time but it was in an RPZ so the city was not able to do anything.

Laurie Scott reported having neighbors who indicated having had a wonderful time and who were happy the event was back on. Problems with the food lines were mentioned which could be addressed by having more vendors at the event. Chair Freeburg said the issue is under review. The staff tried really hard to have more vendors on site. Getting vendors for 4<sup>th</sup> of July events is always a challenge given that other jurisdictions all want their business. Every effort will be putting in to improving that for next year.

Chair Freeburg noted having been in the ground command for the entire night. It was very helpful having BCS, a small radio organization, on board but there were still some communications issues encountered right before the fireworks show. Research is ongoing about using radios that do not work off cell towers. Overall, the event went very well.

Brett Berntsen said the Office of Emergency Management is also looking at the radio issue. A radio was given to the pyrotechnics crew but it operated off the cell network. At the point where the number of people using their phones overwhelmed the system, the radios no longer functioned. A dedicated radio allowing for direct communications will be in place for the 2023 event.

Andy Heider asked if any consideration had been given to opening a lane or parking areas to accommodate food delivery services. Jera Gilmore said a delivery and people drop-off area was provided along 100<sup>th</sup> Avenue NE. The area was marked with balloons though usage of the area was less than in 2021.

## B. BDA Arts Market

Mike Ogliore said the BDA's footprint portion is on 106<sup>th</sup> Avenue NE/NE 6<sup>th</sup> Street in the 116 church parking lot. While the event was shifted to Labor Day Weekend in 2021, with the re-addition of the Bellevue Art Museum fair the normal July date was utilized. The Friday of the three-day weekend was dropped, however. Load-in occurred Friday evening and the event ran just Saturday and Sunday. The layout was similar to previous years. Construction due to start in the fall will trigger the loss of the parking lot footprint for the food trucks and artist booths so a new plan will be needed for next year. Overall the event came off very smoothly, with both setup and take down occurring earlier than ever before. Kudos are due to police, transportation and fire for supporting the event. The weather was very hot and consideration will be given to opening the event an hour or two earlier in 2023. A return to the three-day format is being considered for next year.

Casiano Atienza said all went well from the perspective of transportation. There was some confusion regarding notifications. Setup went well and the artists loaded in much faster than expected. There was traffic control issue that needs to be adjusted for next year. On the hottest day there was only one UPO on 100<sup>th</sup> Avenue NE and NE 10<sup>th</sup> Street and there should be two for

rotation purposes.

Sgt. Shovlin said police had no problems other than one officer experiencing heat stroke, as did some event attendees. Going back to three days makes sense for a number of reasons. The event appeared to be well attended.

Mark Anderson reported that all went well from the perspective of fire. There were a couple of aid calls each day.

❖ Comments/Follow-up – None

**7. NEXT MEETING**

❖ September 8, 2022

**8. ADJOURNMENT**

Chair Freeburg adjourned the meeting at 9:12 a.m.