

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

October 13, 2022  
8:30 a.m.

Bellevue City Hall  
Virtual Meeting

**MEMBERS PRESENT:** Andy Heider – Parks  
Mark Anderson – Fire  
Kyle Nelson – Fire  
Mike Shovlin – Police  
Landon Barnwell – Police  
Rick Logwood – Transportation  
Casiano Atienza – Transportation  
Michelle Kinberg – Office of Emergency  
Neal Christiansen – Community Representative East  
Laurie Scott – Downtown Resident Representative  
Jonathan Rose – King County Metro

**OTHERS PRESENT:** Brad Bennett, Imane Elmesbahi, Parks; Christopher Rivera,  
Transportation

**RECORDING SECRETARY:** Gerry Lindsay

**1. CALL TO ORDER**

The meeting was called to order at 8:31 a.m. by Andy Heider 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 Kyle Nelson and the motion carried unanimously.

**4. APPROVAL OF MEETING MINUTES**

A motion to approve the September 8, 2022, meeting minutes was made by Laurie Scott. The motion was seconded by Kyle Nelson and the motion carried unanimously.

**5. COMMITTEE REPORTS**

❖ Routing and Location Subcommittee Report

Casiano Atienza reported having no significant updates. It was stated that Snowflake Lane will follow the same path as in 2021. The event organizer is currently working to obtain all necessary permits.

Andy Heider noted that Parks had received a schedule from the Bellevue Downtown Association in regard to the ice rink setup. Kyle Nelson added that a check would be made to make sure application has been made for the proper permits.

Kyle Nelson reported that Fire has decided to assign Assistant Fire Marshall Jacob Branstedder to work with the Special Events Committee to bring more authority to the table.

## **6. OLD BUSINESS**

- ❖ Tabled Events – None

## **6. NEW BUSINESS**

- ❖ Application of Intent: All In For Autism

Andy Heider noted that the recurring event includes a 5K and 10K run, the routes were which were included in the application.

Laurie Scott asked if the event would include any changes from past years. Andy Heider said the event as planned would be exactly the same.

Brad Bennett asked if there is a deadline for accepting event applications for the following year. Neal Christiansen said the deadline used to be December but the Committee expanded it to allow events more time to prepare.

A motion to approve the date, time and location for All In For Autism, pending the Routing and Location Subcommittee requirements, was made by Neal Christiansen. The motion was seconded by Laurie Scott and the motion carried unanimously.

- ❖ Post-Event Evaluations

### **A. Bellevue Art Museum Artsfair**

Andy Heider asked about the bill from the fire department. Mark Anderson said the bill had been remedied by being split accordingly between the three participating organizations. Fire will absorb some of the cost. There had been some misinformation that has since been taken care of. Fire is creating a matrix for 2023 and future events that gives applicants a menu to choose from so they can know up front what the costs will be.

Kyle Anderson agreed that there had been a series of unfortunate communications, some of which were avoidable and some of which were not. That will be kept in mind going forward.

### **B. Jubilee Reach**

Andy Heider noted the evaluation from the event organizer listed no challenges or concerns.

Landon Barnwell said Police had a single officer working the event. There were no issues or complaints.

Andy Heider said Parks also encountered no issues and added that by Monday morning it was not evident that there had even been a group in the park over the weekend.

### C. Downtown Farmers Market

Andy Heider noted it appears the event is looking for different venues going forward. Their challenges were primarily limited to attendance.

### D. Bellevue Beats Music Series

Andy Heider noted from the report there were no concerns or challenges, and that the intention is to continue the event again next year. Parks will welcome having the event back again.

Kyle Nelson said Fire had no concerns.

Brad Bennett said the event occurs at venues around the Downtown Park. One noise complaint was received though it did not directly relate to the event, rather it had to do with the fact that there were two events on the same day early that had amplified sound. The other event was Downtown Movies in the Park. Chair Freeburg spoke with the person. The scheduling issue will be addressed for next year.

### E. Crossroads Movies in the Park

Andy Heider said there was a challenge associated with the event having to do with the sprinklers. The fault was entirely with Parks and the problem has been fixed and will not happen again. The evaluation indicates a possible restructuring of the layout for next year that will not be a problem for Parks, though there will need to be a meeting with the organizers prior to the event to make sure there is a plan in hand.

Kyle Nelson said from the perspective of Fire both of the movies in the park events went very well. Casiano Atienza said the same was true for Transportation.

Andy Heider noted the map included in the evaluation indicates the screen will be moved 15 feet or so to the right. Kyle Nelson recommended moving the screen to the left instead given that is where the power box is, reducing the trip hazard by having shorter extension cords.

Neal Christiansen commented that attendance was quite high.

Brad Bennett said the movies start as soon as it is dark enough, and the intent is to always be out of the parks by 11:00 p.m.

### F. Downtown Movies in the Park

Andy Heider noted from the evaluation the possibility of adding a band to the event for 2023. That could be concerning to some of the neighbors and may in fact be seen as being two events.

Neal Christiansen noted that only four persons are involved in setup, tear down and manning the event. The question was asked if there is a plan to get more people involved. Brad Bennett noted having been actively involved in setting up both movie series years ago. The only reason for having more people involved would be to provide assistance in setting up and tearing down the screen, which weighs some 600 pounds. It might be helpful to have a larger management team when it comes to monitoring the crowd, though there are always off-duty officers on site during the movies. There were early in the event's history some who chose to set off fireworks during

the event, some of which were aimed toward the crowd, and that is why officers were brought in.

#### G. Northwest Ukrainian International Festival

Andy Heider said the event went well from the perspective of Parks. There will be some recommendations made for next year regarding garbage and recycling; more dumpsters will be required along with twice the number of portable toilets. There was a cooking issue that resulted in the grass in one area getting burned; the layout for 2023 will be changed a bit to prevent that from happening.

Kyle Nelson commented that the Pakistan Independence festival in Downtown Park included some cooking on the pavement, though in that case a fire-resistant tarp was used. Andy Heider said that worked well. Kyle Nelson suggested the same could be used by the Ukrainian Festival. Andy Heider said it should not be an issue at all if moved to a hard surface.

Kyle Nelson said the festival was both challenging and frustrating for Fire. There were a number of meetings with the organizations prior to the festival that addressed the requirements and expectations, none of which were ultimately met. Nothing was pushed given the political climate, but the issues will be addressed for the next iteration of the event. The concerns were all voiced at the Routing and Location Subcommittee meeting.

Mark Anderson said all went well from an Fire operations standpoint, though the fact that the organizers wanted to have a Fire crew on-site was not communicated until a very late date. More advance notice would have been better.

Andy Heider noted that attendance was high and there were some challenges with parking and the shuttle. There have been whispers about the event moving to a different location next year. If that is the case, a different date likely will need to be considered given that Rock 'n Roll marathon and Jubilee Reach event dates. The whispers seem to revolve around a desire to accommodate a larger crowd and to have more opportunities to partner with organizations for parking. Even Lyft and Uber were having issues dropping people off at Crossroads Park.

Landon Barnwell said Police had quite a contingent working the event. None of the officers voiced any issues or complaints.

#### ❖ Comments/Follow-Up – None

Andy Heider reminded the Committee members of the upcoming retreat on November 26 at 9:00 a.m. at the Mercer Slough Environmental Center.

Brad Bennett took a moment to thank Andy Heider for stepping up to lead the meeting.

### 7. NEXT MEETING

❖ November 10, 2022

### 8. ADJOURNMENT

A motion to adjourn was made by Neal Christiansen. The motion was seconded by Kyle Nelson and the motion carried unanimously.

Andy Heider adjourned the meeting at 9:12 a.m.