

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

October 12, 2023  
8:30 a.m.

Bellevue City Hall  
Virtual Meeting

**MEMBERS PRESENT:** Susan Freeburg – Chair  
Chad Charbonneau - Parks  
Kyle Nelson – Fire  
Landon Barnwell – Police  
Casiano Atienza – Transportation  
Mike Ogliore – Business Representative Downtown  
Laurie Scott – Downtown Resident Representative

**OTHERS PRESENT:** Brad Bennett, Madeline Groth, Andy Heider, Parks;  
Christopher Rivera, Transportation; Claude Iosso, CMO

**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 Mike Ogliore and the motion carried unanimously.

**4. APPROVAL OF MEETING MINUTES**

A motion to approve the September 14, 2023, meeting minutes as submitted was made by Laurie Scott. The motion was seconded by Mike Ogliore and the motion carried unanimously.

**5. COMMITTEE REPORTS**

❖ Routing and Location Subcommittee Report

Christopher Rivera said the subcommittee met on September 26 and discussed the ice rink event. It will have the same footprint as last year and there will be no major changes to operations. Fire commented on the need for a building permit, and police voiced no concerns.

The subcommittee also met on October 11 with AHG Cares and Amazon for the night market. Fire and police both stressed the need for emergency access. Additional information is needed from AHG regarding their site plan and traffic control. Overall the big concern is sorting out the vehicle barriers. The need to maintain separation between tents was highlighted if there is to be any cooking.

Mike Ogiore reported that the permit application for the ice rink had been submitted.

With regard to the night market, Christopher Rivera said the main concern is getting approval from 80 percent of the businesses adjacent to the event site. The request has been made for that task to be completed by the end of October.

## **6. OLD BUSINESS – None**

## **6. NEW BUSINESS**

### ❖ Post-Event Evaluations

#### A. Arts in the Garden

Landon Barnwell reported that police had no feedback regarding the event.

Chair Freeburg said overall the event went very well. There were some parking concerns. The event charged for parking for the first time, but the issues were resolved and the event was well attended. Discussions are under way in regard to what the event will look like next year, including how many days it will run. The event has grown substantially and the impacts are different as well.

#### B. Northwest Ukrainian International Festival

Chair Freeburg reported having met with the event organizer following the event to discuss various issues.

Landon Barnwell said 16 police officers were assigned to the event owing to the number of attendees. An incident commander was assigned to oversee the entire event. The biggest issue encountered was that at 8:00 p.m. when the event was supposed to end, it was still going strong, including on the stage with no indication the event would end any time soon. A reminder was given to the event organizer and the proper steps were taken. The other big issue was even after the stage shut down people congregated by the food vendors who were still open and even giving away food. Attendance did not start dropping until close to 9:30 p.m. There were no crowd control issues at all from the event.

Chair Freeburg said an estimated 25,000 attended the event, which is an increase over the 16,000 or so at the event in Crossroads in 2022.

Casiano Atienza said the event was not allowed to use the Bellevue Square parking, so there was an issue around finding parking for all the attendees. There was off-site parking and a shuttle service, and “no parking” signs were posted in local neighborhoods. Some of those signs, however, were not picked up after the event and the event organizer had to be reminded. Overall, the event went well.

Kyle Nelson said fire was not prepared for the sheer number of vendors and tents that had to be inspected. It took almost four hours just to review all the tents.

Chair Freeburg said there were a total of 80 vendors, which was twice the number the event organizer had said there would be. Kyle Nelson said if that is going to be the case again next year, more inspectors will be assigned to the event.

Kyle Nelson said there was some chaos in regard to the cooking facilities. The person organizing the food was not aware of any of the cooking requirements in terms of fire extinguishers or safe practices. A meeting was held with a representative of parks facilities who indicated that things will be made easier going forward by only allowing propane appliances for all events. That will eliminate a number of problems.

Chad Charbonneau said parks encountered a handful of issues. They ranged from gutter nails being left all over in the grass; sandbags dumped in the canals around the park; 20 or so dead fish left in the canals and fountains; trucks on the turf where there had been agreement not to allow them; and food waste and barbeques being rinsed into irrigation boxes.

Chair Freeburg allowed that was a general lack of caring for the park. A conversation has been started regarding expectations for next year, including the possibility of not allowing the event unless there is compliance with the rules. The turnout was great and those who attended fully enjoyed the event. The organizer thought the event went very well, but among the lessons learned was the need to shut down the music on time so the cleanup can occur on time. There is a general need to better plan all setup and takedown activities. Downtown Park is a much different facility than Crossroads Park; it is more sensitive in a number of different ways. There were also some parking lot issues, namely the parking lot was closed when it was supposed to be open, and there were some complaints received about not having ADA parking available in that lot. Additionally, the shuttle service needs to be able to accommodate people with ADA needs.

Chair Freeburg said on the positive side only one or two neighbors called in concerning the event, which can be considered to be a win. There was obviously a big turnout of vendors as well as event attendees, all of which is good from the point of view of the public. For some reason, during the entire setup time on Friday there was amplified sound, which the event was not permitted for, and they were in the park until midnight. The day of the event, the park was not vacated until somewhere between 2:00 a.m. and 3:00 a.m., well after the official park closing time of 11:00 p.m.

Laurie Scott commented that most of the issues had to do with disregarding the rules that had been agreed to. The general mindset was one of not respecting the space. The focus needs to be on how to keep the same from happening again next year. There have been issues with the event in years past as well. Chair Freeburg allowed that the concern is valid and said it is being addressed. There have been meetings with leadership to talk about consequences if expectations are not met, including not allowing the event to go on.

Laurie Scott asked if consideration has been given to having the event pay a fine or pay for the damages. Chair Freeburg said the event did pay for some of the damage that occurred in Crossroads Park. There is nothing written regarding monetary penalties but consideration is being given to putting that in writing. So far there has not been a complete assessment in regard to the costs incurred. Parks does believe there will need to be some remuneration for the damages.

#### ❖ Unpermitted Vendors at Snowflake Lane

Landon Barnwell commented that the permit for Snowflake Lane covers the area from NE 8th Street to NE 4th Street. Over the last couple of years, and particularly last year, there have been vendors show up, park nearby, and sell their merchandise without being part of the show. Last year there were conversations with transportation about what can be enforced and how that can

be done. It is very likely the vendors will show up again this year and there should be a coordinated response in place for how to deal with it.

Christopher Rivera said the situation is that vendors push carts along the sidewalks, restricting access to the sidewalk, and even running over the feet of people on the sidewalk. The direction taken by right-of-way management is that permits will not be issued for vendors to sell from the city's right-of-way. If vendors and their carts are to be allowed, permission will have to be obtained from the adjacent property owners. If Kemper Development Company decides it does not want to have the vendors, the vendors will simply not be allowed.

Landon Barnwell said the point of contention has been that the vendors are not operating on Kemper Development Company property, rather they are operating on the public sidewalk right-of-way. What is needed is a balanced approach for how to deal with them. They could be issued civil infractions for not having a permit.

Chair Freeburg said vendors on sidewalks not something Kemper Development Company wants. There have been unwanted and unpermitted vendors encountered in the park as well. There was also a Zumba class with amplified sound that randomly showed up on the Plaza with a hundred people. The city needs to decide how to handle the issue moving forward.

Laurie Scott noted having often observed vendors in the park, including someone who was selling puppies and asked who at the city should be contacted by residents when they see such things. Chair Freeburg said calls should be made to the park scheduling office. In the moment, it is the city's park rangers who come out and educate the vendors about the code.

❖ Comments / Follow-up – None

## **7. NEXT MEETING**

❖ November 9, 2023

## **8. ADJOURNMENT**

Chair Freeburg adjourned the meeting at 9:09 a.m.