

CITY OF BELLEVUE  
SPECIAL EVENTS COMMITTEE  
MEETING MINUTES

May 11, 2023  
8:30 a.m.

Bellevue City Hall  
Virtual Meeting

**MEMBERS PRESENT:** Susan Freeburg – Parks  
Chad Charbonneau - Parks  
Mark Anderson – Fire  
Kyle Nelson – Fire  
Landon Barnwell – Police  
Rick Logwood – Transportation  
Casiano Atienza – Transportation  
Erin Hislop – Utilities  
Claude Iosso – City Manager’s Office  
Mark Heilman – Neighborhood Outreach Manager  
Neal Christiansen – Community Representative East  
Mike Ogliore – Business Representative Downtown  
Laurie Scott – Downtown Resident Representative  
Meredith Langridge – VisitBellevue  
Jonathan Rose – King County Metro

**OTHERS PRESENT:** Emily Martella, Parks

**RECORDING SECRETARY:** Gerry Lindsay

**1. CALL TO ORDER**

The meeting was called to order at 8:34 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 Neal Christiansen and the motion carried unanimously.

**4. APPROVAL OF MEETING MINUTES**

A motion to approve the April 13, 2023, meeting minutes as submitted was made by Laurie Scott. The motion was seconded by Meredith Langridge and the motion carried unanimously.

**5. COMMITTEE REPORTS**

❖ Routing and Location Subcommittee Report

Casiano Atienza reported that the subcommittee would be meeting following the Special Events Committee meeting to discuss upcoming events, and again in a week to discuss the Indian

American Community Services Bazaar festival. The subcommittee has also been reviewing the traffic control plans for the Dog Jog Walk event and all is looking good.

Chad Charbonneau remarked that the All In For Autism event went very smoothly from the point of view of parks. Landon Barnwell reported that the police had a couple of takeaways regarding the placement of officers at intersections that may be revisited next year. Kyle Nelson said fire had encountered no issues.

## **6. OLD BUSINESS**

### ❖ Tabled Events: Chinese Mid-Autumn Festival & CHIME Night Fair

Chair Freeburg noted that the Mid-Autumn festival organizer had not yet chosen a date for the event after learning their original date did not work. The CHIME festival originally wanted June 24 but the date was not available, so a new application seeking June 25 was submitted from 8:00 a.m. to 9:00 p.m. in Downtown Park.

A motion to approve the date, time and location of the CHIME Night Fair event was made by Kyle Nelson. The motion was seconded by Laurie Scott and the motion carried unanimously.

## **6. NEW BUSINESS**

### ❖ Application of Intent: Amended Chamber Music in the Park

Chair Freeburg said the proposed amendment seeks an earlier start for setup, 9:00 a.m. instead of 1:00 p.m. in Downtown Park.

A motion to approve the time change was made by Kyle Nelson. The motion was seconded by Casiano Atienza and the motion carried unanimously.

### ❖ Application of Intent: Amended Bellevue Family 4<sup>th</sup>

Chair Freeburg said the proposed amendment seeks a soft opening beginning at 3:00 p.m. instead of 5:00 p.m.

Kyle Nelson asked what time the food vendors had planned to arrive and open up. Chair Freeburg said the new plan is for them to open at 3:00 p.m. instead of 5:00 p.m. Their arrival will be a few hours before 3:00 p.m. in order to get set up.

Rick Logwood noted that in past years there have been questions about the vendors selling out of various food products and items too early, impacting the attendees. The question asked was if the vendors have addressed that concern in light of the fact that they want to open two hours earlier. Chair Freeburg said the issue last year was that they did not have enough vendors at the event, so this year there is a push to have more and different types of food vendors.

Mark Anderson asked if the event will be wanting additional fire staff starting at 3:00 p.m. Chair Freeburg allowed that an answer should be sought for that question. Mike Ogliore suggested they likely would want fire to be present to give final approval before opening to the public.

A motion to approve the proposed amendment to the start time for the Bellevue Family 4<sup>th</sup> was made by Mark Anderson. The motion was seconded by Meredith Langridge and the motion

carried unanimously.

Erin Hislop noted that currently there are two drinking fountains in Downtown Park and people attending the 4<sup>th</sup> of July event can stand in line for as long as 30 minutes to get a disposable bottle of water. In working with the zero waste, drinking water and emergency teams, some new drinking water wagons are going to be piloted at the 4<sup>th</sup> of July event. There will be three of them on site.

- ❖ Event Organizer's Presentations – None
- ❖ Post-Event Evaluations – None
- ❖ Comments/Follow-up

Kyle Nelson said he had once again been assigned to work with the Special Events Committee on fire prevention issues.

Mark Anderson reported that as the Bellevue Family 4<sup>th</sup> event looms the Committee may be hearing from Carl Lunak with OEM.

Rick Logwood announced retirement after 37 years with the city. Casiano Atienza and Chris Rivera will continue representing transportation on the Committee. The process of hiring a new right-of-way manager for the city is under way.

## **7. NEXT MEETING**

- ❖ June 8, 2023

## **8. ADJOURNMENT**

Chair Freeburg adjourned the meeting at 8:52 a.m.