

**KITTITAS COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA STAFF REPORT**

**AGENDA DATE:** August 05, 2014

**ACTION REQUESTED:** Request to Approve a Special Event Application on August 31, 2014 for SwiftWater Cellars “Wine in the Pines” from 2:00 p.m. – 5:00 p.m.

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**BACKGROUND:** The Commissioner’s office received a Special Event Application on July 31, 2014 from SwiftWater Cellars requesting permission to host the Wine in the Pines on 8.31.2014 from 2:00 p.m. – 5:00 p.m.

**INTERACTION:** The applicant is not requesting a waiver to Kittitas County Code Chapter 5.20.160 – Closing Hours.  
The applicant is not requesting a waiver to Kittitas County Code Chapter 5.20.100 – Penal Bond – Bond of Indemnity.

The permit fee has been paid and staff has routed the application and received a recommendation of approval from the following departments: **Sheriff, Public Health, Public Works, Prosecutor, Fire Marshal, & Solid Waste**, (Specific comments may be seen in the Department Memo’s attached).

**RECOMMENDATIONS/CONDITIONS:**

**Public Works:** Local advertisement of event in the local papers (NKC Tribune-Daily Record) two weeks in advance to inform the traveling public of the upcoming event. There shall be no detours or road closures on County roads.

**Public Health:** The Wine in the Pines 08/31/2014 applicant, Colette Graham, will need to supply a list of food vendors once it has been finalized. Once Public Health has received the list of food vendors, Kittitas County Public Health Department staff will make sure all vendors have been permitted prior to the event. To date PH has not received any applications for the event. Contingent upon the issuance of a temporary food permits and payment of any late fee penalties for the event, the applicant will have met all the requirements of the Kittitas County Public Health Department prior to the date of the event including: Temporary Food Service, Bathroom Facilities and Garbage Disposal.

**HANDLING:** Staff will notify the applicant of the Board’s decision & send a copy to the Sheriff, Public Works, Public Health, Solid Waste, Prosecutor and the Fire Marshal.

**ATTACHMENTS:**

Special Event Application, Copy of Liability Ins., and copy of Penal Bond-Bond Indemnity on file with County Treasurer.  
Memo's from County departments

**LEAD STAFF:**

Mandy Buchholz, Deputy Clerk of the Board