



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

EVENT APPLICATION

Thank you for your interest in holding a special event in Kittitas County. Please complete and return this application along with any other materials to the Kittitas County Board of Commissioners **at least 60 days** prior to the day upon the event is scheduled. Any misrepresentation in the application materials or deviation from the final agreed upon route and/or method of operation described may result in the immediate revocation of an issued permit. Specifics outlining Event Permits can be viewed at <http://www.co.kittitas.wa.us/boc/countycode/title05.asp>

Event Information

Name of event: Gran Fondo Ellensburg

Date(s) of event: 6-12-16

Hours of operation: 8:00 am - 5:00 pm

Description of the event: 88 mile bicycle ride

Has this event taken place before? ☒ Yes ☐ No Dates: June 20, 2015

Estimated attendance: 100

How is your event being publicized? www.rideviciouscycle.com

Please attach any flyers, posters, etc. with your application submission.

Contact Information

Name of the organizer/contact person: Jake Maedke

Address: 139 E SW Ephrata, WA 98823

Phone number(s): (509) 750-0977

Email address: ephratabikes@gmail.com

Date of birth of applicant: 10-14-77

RECEIVED

FEB - 8 2016

1st ___ 2nd ___ 3rd ___
KITITITAS COUNTY BOARD OF COMMISSIONER

If the application is made on behalf of a partnership, please submit full names with their residence and post office address for a period of six months prior to the date of application together with the location of principal office or place of business of such corporation. _____

Emergency contact name(s) and phone number(s) that can be contacted during the event:

<u>Jake Maedke</u>	<u>(509) 750-0977</u>
Name	Phone Number
<u>Karen Maedke</u>	<u>(509) 760-3620</u>
Name	Phone Number

WRITTEN PERMISSION TO ENTER EVENT SITE


I/We hereby permit law enforcement and/or County officials to enter the site for which the Event Application has been granted at the time of the event and up to five days prior to the event for the purposes of inspecting and enforcement of County Code and other applicable laws, and pursuant to my agreement and representations made in connection with this Event Application.

SWORN STATEMENT OF COMPLIANCE

I/We hereby acknowledge that I/We have read Kittitas County Code, have familiarized myself with County requirements. I/We agree that either my designated agent or I/we shall be on site at all times and shall be responsible for the operation of the event and for compliance with all legal requirements in connection with this event.

I/We understand that failure to comply with the rules, regulations and conditions set forth in Code may be deemed a gross misdemeanor and that drug or narcotics violations are crimes under RCW.

Jake Maedke
Applicant Name (Print)


Applicant Signature

Applicant Name (Print)

Applicant Signature



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

Fire Safety and Protection

If more than 50 people are expected at your event, you must complete a separate application process which can be obtained through the Kittitas County Fire Marshal's office. You may contact the Fire Marshal's office at 509-962-7000.

Will there be a temporary structure erected for the event? Yes ☒ No

If yes, you must attach a drawing including the dimensions. The structure may require an inspection by County staff prior to the event.

Public Health/Environmental Health

Will there be food served at the event? Yes ☒ No

If no food will be served at the event then, no permit or application is required.

If yes, is the food and beverage that you intend on preparing and serving at the event exempt from permit requirements <http://www.co.kittitas.wa.us/health/food.asp>?

- If yes, please submit an application for exemption from permit and proof of food handlers training to the Kittitas County Public Health Department (KCPHD).

If yes, and the food or beverage is not considered exempt from permit, then does the person or organization preparing and serving the food have a food service permit, temporary food service permit, or catering permit from KCPHD?

- If yes, please provide a list of foods and beverages that you intend on having prepared and served at the event along with the name and phone number(s) of the permitted person or organization.

If yes, and the person or organization preparing and serving the food does not already have a food service permit.

- Then a temporary food service permit or catering permit will need to be acquired from KCPHD prior to the event.

Please allow at least 2 weeks to complete the food service permitting process.

Are there permanent or fixed bathroom facilities already available at the location of the event?

Yes

☒ No

If yes, please provide an estimated attendance for the event, a detailed map that identifies the name and address of the physical facility that will provide lavatory facilities for the event, quantity of toilette facilities available for each gender, and the distance from the event that patrons must walk.

If no, please provide an estimated attendance for the event, specific information related to the number of portable restrooms that will be provided, the distance from the event that patrons must walk, and a service plan to ensure that sani-cans remain in a sanitary condition. You must include the location of the portable restrooms on a map/diagram of the event.



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

Law Enforcement/Security/Emergency Medical Services

Will there be security on site during the event? Yes ☒ No

If yes, please provide a complete list of names and contact information for who will be providing the security.

Will Emergency Medical Services (EMS) be on site during the event? Yes ☒ No

If yes, please provide written verification from the providers.

Will there be music, sound amplification or any other noise impacts? Yes ☒ No

If yes, Kittitas County has a noise ordinance in effect (see County Code for details). If your event is scheduled for outside of the allowed time, you must submit a written letter to the Board of County Commissioners requesting a waiver and it must be included with your application materials.

Will you have traffic control? Yes ☒ No

If yes, please provide documentation on how the traffic control will be addressed.

Will there be off-site parking? Yes ☒ No

If yes, please provide the location and a parking plan.

Will there be shuttle buses provided for attendees? Yes ☒ No

If yes, provide a map of their route.

Will there be alcohol served at the event? Yes ☒ No

If yes, a State permit is required from the WA State Liquor Control Board and must be submitted with your application materials.



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

Public Roads

Will the event obstruct, interfere or require the closure and free use of any public road, street or right-of-way? Yes ☒ No

If yes, please provide a detailed adequate traffic and detour plans at the time of submission of the application.

Will there need to be road closure or detour signs posted? Yes ☒ No



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

Garbage/Recycling

Do you have a plan for garbage and recycling? ☒ Yes ☐ No

A written plan for garbage and recycling must be attached to your application materials. For questions or assistance contact the Kittitas County Solid Waste Department at 509-962-7542.

Insurance

Have you obtained a Certificate of Insurance, specifically naming "Kittitas County" as an insured? Yes ☒ No

A copy of the Certificate of Insurance must be included with your application materials. Kittitas County must be named as an additional insured in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate coverage.

Penal Bond - Bond of Indemnity

A \$5,000.00 Penal Bond - Bond of Indemnity is required to be deposited with the County Treasurer to save and protect the streets, pavements, bridges, etc. from damage. The deposit or its balance will be returned once the event has been held and the Board of County Commissioners has certified no damage has been done and that the County has not incurred additional expenses

Are you submitting a \$5,000.00 Penal Bond - Bond of Indemnity with your Event Application? Yes ☒ No

If no, you must request a letter in writing to the Board of County Commissioners requesting a waiver to the Penal Bond - Bond of Indemnity and outline the specific reasons why it should not be required of your event.

County Filings and Registration

Is there a cost to attend the event? ☒ Yes ☐ No

How much are you charging to attend your event? \$70

Vicious Cycle Events Medical Plan

EVENT Gran Fondo Ellensburg

DATE June 12, 2016

1. Will there be an EMT or ambulance on site? ☐ Yes ☒ No
If not on site, how will emergency medical staff be notified?
☐ Pay Phone ☒ Cell Phone ☐ Radio ☐ Other: _____
2. Are there event staff or certified volunteers with Red Cross First Aid training? ☐ Yes ☐ No
If yes, what training? ☒ Basic ☐ Advanced - Identify staff: Karen Maedke/Ruth Lamb
3. Is there a First Aid kit on site? ☒ Yes ☐ No
4. Will police or security services be on site? ☐ Yes ☒ No
5. Will emergency medical staff at event site be clearly identified? ☒ Yes ☐ No
6. First aid and emergency medical stations identified? ☒ Yes ☐ No
7. Does course design allow easy access for emergency vehicles? ☒ Yes ☐ No
8. Describe emergency medical transportation? Ambulance
9. City/Location of nearest hospital: Kittitas Valley Hospital- Ellensburg WA
10. Distance from event: 30 Miles 30 Minutes
11. Has hospital been notified of the event? ☒ Yes ☐ No
12. Is emergency air transportation available? ☒ Yes ☐ No
Response time: NA Minutes
13. How will air transport be notified? ☒ Phone ☐ Radio ☒ EMT
14. What is the plan for suspending or postponing the event if a serious injury occurs?
Riding will be suspended until the injured rider is safely removed from course

NOTES:

HOSPITAL PHONE NUMBER: 509-925-8472

AMBULANCE PHONE NUMBER: 509-962-7275

POLICE/SHERIFF PHONE NUMBER: 509-962-7527

ADDITIONAL INFORMATION:

"Sag Wagon's" will be carrying a first aid kit as well as each of the "Aid Stations"



Gran Fondo Ellensburg: June 12, 2016

Course can be seen online at:

http://ridewithgps.com/routes/6833060?privacy_code=qzktW4qs0qacWhZC

Start heading west on Dry Creek Rd	0.0 mi
Turn right onto US-97 N	3.3 mi
Turn left onto McManamy Rd	3.3 mi
Turn right onto WA-10 W	4.2 mi
Turn left onto WA-10 W/WA-970 W	19.5 mi
Continue onto WA-903 Spur	21.7 mi
Merge onto WA-903	22.0 mi
Continue onto W 1st St	23.8 mi
Turn left onto S Cle Elum Way	24.0 mi
Turn right onto Madison Ave	24.9 mi
Turn left onto 6th St	25.0 mi
6th St turns right and becomes Marie Rd	25.2 mi
Continue onto Westside Rd	25.3 mi
Turn right to stay on Westside Rd	27.3 mi
Turn left onto Woods and Steele Rd	28.9 mi
Turn left onto NF-4510	29.6 mi
Slight left onto NF-3300	44.5 mi
Slight right to stay on NF-3300	46.3 mi
Slight right onto NF-135	51.9 mi
Slight right onto NF-3300	54.3 mi
Turn left onto NF-133	54.8 mi
Turn right onto NF-119	56.7 mi
Turn left onto NF-3350	58.7 mi
Continue onto Westside Rd	65.2 mi
Continue straight onto Mohar Rd	65.3 mi
Turn right	66.8 mi
Turn right onto Upper Peoh Point Rd	67.9 mi
Continue onto Thorp Prairie Rd	73.1 mi
Turn left onto E Taneum Rd	80.5 mi
Turn right onto Thorp Hwy	83.2 mi
Turn left onto Gladmar Rd	85.4 mi
Turn Right onto Iron Horse Trail	85.6 mi
Finish	88.4 mi

January 13, 2016

Kittitas County Commissioners
205 West 5th, Suite 108
Ellensburg, WA 98926

RE: Requesting a waiver to the Penal Bond – Bond of Indemnity

Dear Kittitas County Commissioners:

On behalf of Vicious Cycle Events Inc., we are requesting a waiver to the \$5000 Penal Bond-Bond of Indemnity.

We don't anticipate any damage to any county roads during this Gran Fondo Ellensburg Bicycle Ride. We have done several bicycle rides throughout different counties in Washington and have had zero problems with damage. We have worked with Grant, Douglas, Chelan and Klickitat counties as well as the DOT and Department of Fish and Wildlife utilizing their roads for the purpose of these bicycle rides. There are between 100-200 riders on the road spread out over the course of approximately 7 hours for an 88 mile bike ride.

All riders will be advised to obey all traffic laws.

We appreciate your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jake Maedke', with a stylized, flowing script.

Jake Maedke

Vicious Cycle Events Inc.

Vicious Cycle Events Inc.
139 E ST SW
Ephrata, WA 98823

509-750-0977

January 13, 2016

Kittitas County Solid Waste Department
205 West 5th, Suite 108
Ellensburg, WA 98926

RE: Solid Waste Plan for Bicycle Event

Dear Kittitas County Solid Waste Department:

This letter is to inform you of our Garbage/Recycling plan for the Gran Fondo Ellensburg scheduled to take place on June 20th.

All refuse generated from the Bicycle event will be picked up and disposed of by the event Director. There will be a follow vehicle that will be picking up refuse at the end of the event.

Sincerely,

Jake Maedke

Vicious Cycle Events Inc.

Vicious Cycle Events Inc.
139 E ST SW
Ephrata, WA 98823

509-750-0977



Kittitas County Office Of The Treasurer
Brett Wachsmith, Treasurer
205 W 5th Avenue, Suite 102
Ellensburg, Wa 98926
Phone (509) 962-7535 Fax (509) 933-8212

Cash Receipts

Receipt Number: 2016-836 Date: 02/08/2016

Received From: MANDY BUCHHOLZ DEPUTY CLERK OF THE BOARD-MA

Check Amount: \$200.00

Cash Amount: \$0.00

Other Amount: \$0.00

Total Amount: \$200.00

Deputy: AMYC Receipt Type: CHK

Template:

Comments:

CSR 2016-666

GRAN FONDO SPECIAL EVENT APPLICATION 6-12-16

<u>FundCode</u>	<u>GlCode</u>	<u>Description</u>	<u>Amount</u>
001	1632171	SPECIAL EVENTS FEE	\$200.00
Total Amount:			\$200.00

Kittitas County Treasurer's Office
Submitted By: AMY CZISKE

Mandy Buchholz

From: Jake & Karen Maedke <ephatabikes@gmail.com>
Sent: Monday, February 08, 2016 1:26 PM
To: Kittitas County Commissioners Office
Subject: Re: 2016 Gran Fondo Ellensburg bicycle ride

Mandy-

We will be getting the certificates of insurance once all of the entities/applications are filled out and sent in. The insurance is non-refundable, so we need to make sure that we have everyone's approval before acquiring it. We will get it to you as soon as possible.

Karen Maedke

On Mon, Feb 8, 2016 at 12:44 PM, Kittitas County Commissioners Office <bocc@co.kittitas.wa.us> wrote:

Hello,

Got your application today. Thank you... will you be getting the certificate of liability insurance sometime soon. I know our Prosecutor will not approve the event until that is available. Let me know, thank you!

Mandy Buchholz (Robinson)

Deputy Clerk of the Board

Kittitas County Commissioners Office

205 West Fifth Street Suite #108

Ellensburg, WA 98926

509-962-7508 Phone

509-962-7679 Fax

mandy.buchholz@co.kittitas.wa.us

<http://www.co.kittitas.wa.us/>