

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

AGENDA DATE: March 15, 2016

ACTION REQUESTED: Consider a Special Event Application request to hold the Gran Fondo Ellensburg (88 mile bicycle ride).

BACKGROUND: The Commissioner's office received a Special Event application to hold the Gran Fondo Ellensburg on Saturday June 12th, 2016.

INTERACTION: The applicant is requesting a waiver to the following:

Kittitas County Code Chapter 5.20.100 – Penal Bond – Bond of Indemnity - The applicant WILL provide proof of insurance upon the Board's contingent approval of the event. They stated that they have worked with many counties in the past and the event has not damaged the roads in any of the previous counties they have held the event with.

The applicant **does not** need a waiver to the following:

Kittitas County Code Chapter 5.20.160 – Closing Hours since their event is scheduled to begin at 8:00 a.m. and according to the County Code, events shall not be open to the public before the hour of 7:00 a.m. so they will not need a waiver.

The permit fee has been paid and Staff has routed the application n and received a recommendation of approval from the following departments: Sheriff, Public Health, Public Works; Fire Marshal & Solid Waste. The County Prosecutor cannot make a recommendation until the County has received the Certificate of Liability Insurance.

The **Public Health Department** stated that if it is determined that food vendors will serve at this event, each vendor is required to obtain a temporary food event through Kittitas County Public Health Department at least 2 weeks prior to the event. Food vendors can call (509)962-7515 or go online to Kittitas County Public Health web page to obtain temporary food event applications.

The **County Sheriff's Office** asked that approval from the State Department of Transportation and Washington State Patrol be obtained for any requirements for the legs of the race occurring on State Highways.

The **Public Works** Department has requested the following: They would like to see flaggers at all of the busy intersections along with proper signage for the safety of the riders and the traveling public. Noting that the traffic signage for the ride, flaggers and advertising for the closure will be the responsibility of the event crew.

- 1) Local advertisement in the Daily Record/Radio/physical posting two weeks in advance to inform the traveling public of upcoming event in order to give them the choice to plan a different route during this time period.

RECOMMENDATION: Approve the Event Application to hold the Gran Fondo Ellensburg (88 mile bicycle ride), contingent upon Mr. Maedke (applicant), complying with the Public Works, Sheriff and Public Health (if needed) recommendations. Consider Penal Bond requirement- only 2nd year event.

HANDLING: BoCC staff to send letter to applicant of the Board's decision.

ATTACHMENTS: Special Event Application w/additional information
Certificate of Liability Insurance
Memos from County Departments with recommendations
Treasurer's Receipt for Event Permit Fee

LEAD STAFF: Mandy Buchholz, Deputy Clerk of the Board