



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

Mark Cook, PE Director

MEMORANDUM

TO: Kittitas County Board of County Commissioners

FROM: Lucas Huck P.E. County Engineer

DATE: March 7, 2017

SUBJECT: Gran Fondo Ellensburg Special Event Application

After review of the application and letters dated January 6th, 2017 for the proposed "Gran Fondo Ellensburg," I have found that the applicant has identified that this event will not obstruct, interfere or require the closure and free use of public roads and rights of way.

Illustrations identifying the proposed route in which 100-200 riders will occupy several County roads (88 miles) for over seven hours have been reviewed. Although this event does not require closures or roadway detours, this is unordinary road use that the traveling public is not routinely exposed to. I do feel that this amount of bicycle traffic would obstruct or interfere with normal motorized vehicle use. Public Works will require traffic control techniques to be implemented for this event, which may include traffic control plans, and or signing plans being provided to the County for review. The safety of both the event participants, and the traveling public would benefit from advanced warning signs, and traffic control strategies that would help mitigate the risk of bicycle and motorized vehicle conflicts.

The applicant will be required to work with Kittitas County Public Works to plan and deploy traffic control strategies along County roads for the protection of event participants and routine motorized traffic.

Additionally the applicant will be required to issue advanced notification for the event and any traffic impacts in the Daily Record and NKC Tribune two weeks in advance to inform the traveling public.

Public Works recommends approval of this event based on these conditions being upheld. Please feel free to contact Kittitas County Public Works with any additional questions you may have at 509-962-7523.

Thanks,

Lucas Huck

Jerald V. Pettit
Kittitas County Auditor
205 West 5th Ave – Suite 105
Ellensburg, WA 98926
509-962-7504 Fax 509-962-7687



March 16, 2017

Board of County Commissioners
205 West 5th Avenue – Suite 108
Ellensburg WA 98926

RE: Gran Fondo Ellensburg
Jake Maedke

Dear Board Members:

The 2016 Gran Fondo Ellensburg event has complied with the reporting and remitting requirements for the Admissions Tax. Therefore we have no outstanding issues, other than to continue reporting and remitting for the 2017 Event.

Respectfully

JERALD V PETTIT
KITTITAS COUNTY AUDITOR

A handwritten signature in blue ink that reads "Judy Pless". The signature is fluid and cursive, with the first name "Judy" being more prominent than the last name "Pless".

Judy Pless, Budget and Finance Manager



GENE DANA, SHERIFF
KITTITAS COUNTY SHERIFF'S OFFICE

307 W. Umptanum Rd ♦ Ellensburg, WA 98926

(509) 962-7525 ♦ (509) 674-2584

FAX (509) 962-7599

March 8, 2017

Board of County Commissioner's
Kittitas County Sheriff's Office
205 West 5th Ave., Room 108
Ellensburg, WA 98926

RE: Recommendation for Gran Fondo Ellensburg on 06/11/2017

Dear Board of County Commissioners,

The Sheriff's Office has no concerns on the county roads portion of this event provided that all traffic laws are followed and no special traffic control is being utilized.

I would suggest contacting the State Department of Transportation and Washington State Patrol for any approvals required for the legs of the race occurring on State Highways and the Cities of Cle Elum and South Cle Elum for the legs going through their jurisdiction's.

Also note that for emergencies they call Kittcom dispatch (509)-925-8534 and for non-emergencies they can call our office at 509-962-7525.

Sincerely,

A handwritten signature in black ink, appearing to be "GD" followed by a long horizontal stroke.

Gene Dana,
Sheriff



Memo

To: Kittitas County Board of County Commissioners

From: Kittitas County Public Health Department, Holly Myers, Environmental Health Supervisor

Date: March 3, 2017

RE: Gran Fondo Ellensburg Bicycle Ride

The applicant commits to contracting to have portable toilets at the start location at Mt. Stuart Elementary School and at a point along the way. One portable toilet per 50 people is required with consideration for ADA.

Additionally, 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.

If the applicant holds true to the commitments shared in the application and subsequent communication, I believe this event will succeed with little or no impact to environmental public health.

Please feel free to contact me if you have any questions or concerns.

A handwritten signature in black ink, appearing to read 'Holly Myers', written in a cursive style.

Environmental Health Supervisor,
Kittitas County Public Health Department
509 962 7005

CC: Kittitas County Board of Commissioners

Julie Kjorsvik, Kittitas County Board of Commissioners Clerk

Mandy Buchholz, Kittitas County Board of Commissioners Deputy Clerk



Kittitas County, Washington
BOARD OF COUNTY COMMISSIONERS

District One
Paul Jewell

District Two
Laura Osiadacz

District Three
Obie O'Brien

February 28, 2017

Jake Maedke
139 East SW
Ephrata, WA 98823

Re: Event Application – “Gran Fondo Ellensburg”

Dear Mr. & Mrs. Maedke,

Thank you for your Event Application and permit fee for the Gran Fondo Ellensburg 88 Mile Bicycle Ride.

I will be placing your Event Application on the Tuesday March 21, 2017 Commissioner Agenda for the Board's consideration. However, I would ask that either you or a member of your committee be in attendance at the **Commissioners Agenda Study Session on Monday March 20, 2017 at 10:30 a.m.** in the Commissioners Auditorium (Room 109 – Kittitas County Courthouse) to answer any questions the Board may have.

Please note that the Board & County Prosecutor's Office will need a copy of the Certificate of Liability Ins. and endorsements specifically naming Kittitas County as an additional Insured in the minimum amount of \$1,000,000.00 per occurrence and a \$2,000,000.00 aggregate coverage. This information must be included with the Event Application. This insurance must apply first and on a primary non-contributing basis in relation to any other insurance or self-insurance available to Kittitas County. The County Prosecutor's office may require a greater amount if it is determined to be necessary for the proposed event.

Also please make sure you have registered on-line with the County for Admissions Tax reporting, which is located at <http://www.co.kittitas.wa.us/admissions/default.aspx>.

In the meantime, if you have any questions please feel free to contact our office at your convenience. Thank you.

Sincerely,

Mandy Buchholz
Deputy Clerk of the Board



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: 2017-1229 Date: 02/27/2017

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 2017-857

SPECIAL EVENT APPLICATION GRAN FONDO ELLENSBURG - JAKE MAEDKE

<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



KITTITAS COUNTY FIRE MARSHAL'S OFFICE

411 N. Ruby St., Suite 2, Ellensburg, WA 98926
Office (509) 962-7657 Fax (509) 962-7682

February 27, 2017

Mandy Buchholz
Deputy Clerk
Board of County Commissioners Office

Re: Gran Fondo Special Event Permit

Dear Mrs. Buchholz:

Upon review of the above permit application, I have the following comments/requirements;

- An event permit is not required from the Fire Marshal's Office for this event.
- After review of the event permit, I have found no life safety/fire code issues that need to be addressed.

The intent of the International Fire Code is to provide a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions. The requirements listed above offer a reasonable level of fire and life safety protection for this project. Any questions or concerns regarding fire service features or the comments listed above may be directed to the Kittitas County Fire Marshal's Office at (509) 962-7000.

Sincerely,

Josh Hink
Kittitas County Interim Fire Marshal



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

February 27, 2017

Kittitas County Board of Commissioners
205 W 5th Ave Suite 103
Ellensburg, WA 98926

Subject: Special Event Application

Dear Board of County Commissioners,

Kittitas County Solid Waste has reviewed the Special Event application for the Gran Fondo Ellensburg event. The event staff has a recycling and garbage plan that meets our satisfaction.

Please contact me at [509] 962-7577 if you have any questions.

Thank you.

Cordially,

Clinton Van de Venter

Clinton Van de Venter
Household & Hazardous Waste Supervisor
Kittitas County Solid Waste

Mandy Buchholz

From: no-reply_ServiceRequests@co.kittitas.wa.us
Sent: Tuesday, February 28, 2017 11:03 AM
To: Mandy Buchholz
Subject: Prosecutor Service Request | 37992 | Special Event Application - Gran Fondo Ellensburg (InsRev)

Mandy Buchholz,

We have made an update to your service request.

A copy is displayed below. As we continue to work on your request you will receive additional notifications.

Please review the issue fields as they may contain a request for something necessary to continue working on the request.

Note: This email was sent from an unmonitored account. Please do not reply to this email. To respond, please update your service request on CAMAS using the link below.

Request #37992 - Special Event Application - Gran Fondo Ellensburg (InsRev)

Initial request:

Good Afternoon, Our office received a Special Event application from Jake Maedke to host the Gran Fondo Ellensburg (88 Mile bicycle ride), to be held on June 11, 2017. I will be placing this request on the March 21, 2017 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than March 9, 2017 by noon. If there are still outstanding issues, please indicate those in writing as well. For specific questions regarding the event I would ask that you contact the applicant directly.

Latest update:

I cannot recommend approval at this time as no certificate of insurance (or endorsement) was provided.

Christopher Horner 2/28/2017 11:03:05 AM

Status:

Open

Assigned to:

Christopher Horner

Priority:

Soon

Due date:

3/13/2017 5:00:00 PM

[Update or cancel your request](#)

Notice: All email sent to this address will be received by the Kittitas County email system and may be subject to public disclosure under Chapter 42.56 RCW and to archiving and review.

message id: 38eb45916c6dcdbdac24bb8719d004a14