

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



May 11, 2017

Board of County Commissioners
205 West 5th Ave Suite 110
Ellensburg, WA 98926

RE: Special Event application – BuDu Racing Event (Ellensburg Triathlon)

Dear Board:

As of this date, there has not been anyone registered as the organization BuDu Racing Event or an individual named Deanna Muller. There were no taxes reported in 2016 for admission.

We recommend the Board of County Commissioners require BuDu Racing to collect the Admissions Tax, register online and report the taxes collected by October 31, 2017 (or sooner if they choose) as required by Kittitas County Ordinance 2016-003. And, we recommend BuDu Racing report and pay taxes for the 2016 event.

Sincerely,

JERALD V PETTIT
KITITITAS COUNTYAUDITOR


Judy Pless, Budget and Finance Manager



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

Mark Cook, PE Director

TO: Kittitas County Board of County Commissioners
FROM: Lucas Huck P.E. County Engineer
DATE: April 18, 2017
SUBJECT: Ellensburg Triathlon Special Event Application

After review of the application and letters dated March 16th, 2017 for the proposed "Ellensburg Triathlon," 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.

The application identifies the use Umptanum and Manastash Road as part of the bike course. 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 such as bikes on roadway signs 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

Mandy Buchholz

From: Vincent Nethery <Vincent.Nethery@cwu.edu>
Sent: Thursday, April 20, 2017 2:34 PM
To: Mandy Buchholz; 'Deanna BuDu'
Subject: Re: Special Event Application from BuDu Racing - Review

Deanna-Mandy:

Chatted with Luke from Public Works this afternoon Here's what we need to do

1. Ensure that there are signs, cones, and sheriff presence on the road the morning of the event

I mentioned to Luke that we typically have signs and copies out about 6 AM and the sheriff has considerable presence along the course from about 8 AM until 11 or so

2. Make sure there is some type of announcement in the paper this could be in the form of a general article about the triathlon and running events in the week or two prior to the events and need to make sure that the article contains information about cyclists being on the road for several hours that morning

This also has typically been part of the articles we have put together with the Daily Record in past years. Luke requested that we at least send a brief blurb to the upper county Tribune at the same time

Luke is good with these approaches

So at this stage ----- our typical activities cover the requirements of Public Works That's it for now

Vince

*Dr. Vince Nethery, Director
Clinical Physiology Division
Dept. of Health Sciences*

Don't worry about the world coming to an end today. It's already tomorrow in Australia.

From: Mandy Buchholz <Mandy.Buchholz@co.kittitas.wa.us>
Sent: Thursday, April 20, 2017 7:51 AM
To: 'Deanna BuDu'; Vincent Nethery
Subject: RE: Special Event Application from BuDu Racing - Review

Hopefully it will be helpful. ☺ good luck guys!

*Mandy Buchholz, CMC
Deputy Clerk of the Board II*

From: Deanna BuDu [mailto:Deanna@BuDuRacing.com]
Sent: Wednesday, April 19, 2017 5:28 PM
To: Mandy Buchholz; 'Vincent Nethery'
Subject: RE: Special Event Application from BuDu Racing - Review

Thanks for your help Mandy!

Deanna Muller

USA Triathlon Certified Race Director
BuDu Racing, LLC - Event Management

www.BuDuRacing.com

Join BuDu Racing on [FaceBook](#)

206/920-3983

From: Mandy Buchholz [mailto:Mandy.Buchholz@co.kittitas.wa.us]

Sent: Wednesday, April 19, 2017 4:49 PM

To: 'Vincent Nethery' <Vincent.Nethery@cwu.edu>; Deanna BuDu <Deanna@BuDuRacing.com>

Subject: RE: Special Event Application from BuDu Racing - Review

Hi Vince, I know... it's always a bit of a challenge when a new person starts reviewing the requests. I am sure you could meet with Lucas at any time. I will give you his number and e-mail.

509-962-7523

lucas.huck@co.kittitas.wa.us

just let him know your with the event. ☺
if I can help with anything else let me know. Thanks

Mandy Buchholz, CMC

Deputy Clerk of the Board II

From: Vincent Nethery [mailto:Vincent.Nethery@cwu.edu]

Sent: Wednesday, April 19, 2017 4:45 PM

To: Deanna BuDu

Cc: Mandy Buchholz

Subject: Re: Special Event Application from BuDu Racing - Review

Hi Mandy:

I know we've worked with Jim V for decades and with Ryan B for quite a while as well ----- not exactly sure what the request from Luke is indicating perhaps there's a void in realizing that the Sheriff has a significant presence on the roads that morning ----- regardless, if there's some times I can drop down to meet/discuss this that's be great Let me know some options and I'll check with my schedule Vince

Dr. Vince Nethery, Director

Clinical Physiology Division

Dept. of Health Sciences

Don't worry about the world coming to an end today. It's already tomorrow in Australia.

From: Deanna BuDu <Deanna@BuDuRacing.com>

Sent: Wednesday, April 19, 2017 11:44 AM

To: Vincent Nethery

Subject: FW: Special Event Application from BuDu Racing - Review

Vince, thought you would want to see this too. Let me know if you have any questions. We just to not put signs up early on the roads, but we do the day of. Not sure what this person is wanting to require us to do.

Deanna Muller

USA Triathlon Certified Race Director
BuDu Racing, LLC - Event Management
www.BuDuRacing.com
Join BuDu Racing on [FaceBook](#)
206/920-3983

From: Mandy Buchholz [<mailto:Mandy.Buchholz@co.kittitas.wa.us>]
Sent: Wednesday, April 19, 2017 10:02 AM
To: deanna@buduracing.com
Subject: FW: Special Event Application from BuDu Racing - Review

FYI- We have someone new reviewing applications in Public Works. I have attached the memo they have going before the BoCC and wanted you to see it. ☺
Thanks

Mandy Buchholz, CMC
Deputy Clerk of the Board II

From: Lucas Huck
Sent: Tuesday, April 18, 2017 3:49 PM
To: Mandy Buchholz
Cc: Jim Van De Venter; Ryan Berge; Mark Cook
Subject: RE: Special Event Application from BuDu Racing - Review

Mandy,

Please see the attached comments from public works, Thanks.

Luke Huck, P.E.
County Engineer
Kittitas County Public Works
Phone 509-962-7523
Mobile 509-859-4965
Lucas.Huck@co.kittitas.wa.us

From: Mandy Buchholz
Sent: Monday, March 27, 2017 2:33 PM
To: Laura Osiadacz; Obie OBrien; Paul Jewell; Clinton Van De Venter; Patti Johnson; Josh Hink; Lucas Huck; Mark Cook; Ryan Berge; Jim Van De Venter; Robin Read; Holly Myers; Gene Dana; Clayton Myers; Judy Pless; Brett Wachsmith

Cc: Julie Kjorsvik
Subject: Special Event Application from BuDu Racing - Review
Importance: High

Good Afternoon,

Our office received a Special Event Application from BuDu Racing for the "Ellensburg Triathlons" - Carey Lake 5K & 10K with an Olympic distance course.

I will be placing this request on the May 16, 2017 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than May 8, 2017 at 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.

Thank you and have a great afternoon!

Mandy Buchholz, CMC
Deputy Clerk of the Board II | Kittitas County Commissioners Office
205 West Fifth Street Suite #108
Ellensburg, WA 98926
509-962-7508 (Office)
509-962-7679 (Fax)
<http://www.co.kittitas.wa.us/>

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Mandy Buchholz

From: Josh Hink
Sent: Wednesday, May 10, 2017 3:50 PM
To: Mandy Buchholz
Subject: RE: Special Event Application from BuDu Racing - Review

Hey there, sorry it's been a crazy couple weeks. I have no issues with this event and no permit is required.

Josh Hink
Fire Marshal
509-962-7000

From: Mandy Buchholz
Sent: Wednesday, May 10, 2017 3:11 PM
To: Josh Hink; Dan Carlson
Subject: RE: Special Event Application from BuDu Racing - Review

Hi Josh,

I am doing my Staff Report on the BuDu Racing event. I will just note that there is nothing reported from the Fire Marshal's office at the date of drafting my Staff Report.

Thanks

Mandy Buchholz, CMC
Deputy Clerk of the Board II

From: Mandy Buchholz
Sent: Tuesday, May 09, 2017 9:45 AM
To: Clinton Van De Venter; Josh Hink; Patti Johnson (patti.johnson@co.kittitas.wa.us); Dan Carlson
Cc: Judy Pless
Subject: RE: Special Event Application from BuDu Racing - Review

Hello,

Just a reminder – Please submit your Departments comments to me ASAP. Thanks

Mandy Buchholz, CMC
Deputy Clerk of the Board II

From: Mandy Buchholz
Sent: Monday, March 27, 2017 2:33 PM
To: Laura Osiadacz; Obie OBrien; Paul Jewell; Clinton Van De Venter; Patti Johnson (patti.johnson@co.kittitas.wa.us);

Josh Hink; Lucas Huck; Mark Cook; Ryan Berge; Jim Van De Venter; Robin Read; Holly Myers; Gene Dana; Clayton Myers; Judy Pless; Brett Wachsmith

Cc: Julie Kjorsvik

Subject: Special Event Application from BuDu Racing - Review

Importance: High

Good Afternoon,

Our office received a Special Event Application from BuDu Racing for the "Ellensburg Triathlons" - Carey Lake 5K & 10K with an Olympic distance course.

I will be placing this request on the May 16, 2017 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than May 8, 2017 at 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.

Thank you and have a great afternoon!

Mandy Buchholz, CMC

Deputy Clerk of the Board II| Kittitas County Commissioners Office

205 West Fifth Street Suite #108

Ellensburg, WA 98926

509-962-7508 (Office)

509-962-7679 (Fax)

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

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Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

May 10, 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 from BuDu Racing for the Ellensburg Triathlons and Carey Lake Runs. The event staff has a recycling and garbage plan that meets our satisfaction. We only ask that they make sure that there are adequate disposal options.

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

Thank you.

Sincerely,

Clinton Van de Venter

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



Memo

To: Kittitas County Board of County Commissioners

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

Date: April 11, 2017

RE: Ellensburg Triathlon and Carey Lakes Runs

If the information stated in the application by the organization for the “Ellensburg Triathlon and Carey Lakes Runs” event is true, accurate, and there is stewardship in following through with such statements then the applicant, Deanna Muller has at this time met all the requirements of the Kittitas County Public Health Department including:

- Food Safety and Service – applicant will submit application at least 2 weeks prior to the event date.
- Bathroom Facilities provided
- Potable water supplied by City of Ellensburg

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

Sincerely,

A handwritten signature in cursive script that reads "Holly Myers".

Holly Myers, Environmental Health Supervisor
Kittitas County Public Health Department
507 Nanum Suite 102
Ellensburg, WA 98926
(509)962-7515

CC: Kittitas County Board of Commissioners
Julie Kjorsvik, Kittitas County Board of Commissioners Clerk
Mandy Buchholz, Kittitas County Board of Commissioners Deputy Clerk

Mandy Buchholz

From: no-reply_ServiceRequests@co.kittitas.wa.us
Sent: Thursday, April 06, 2017 12:06 PM
To: Mandy Buchholz
Subject: Prosecutor Service Request | 38200 | Special Event Application - BuDu Racing Carey Lake 5K and 10K

Mandy Buchholz,

Thank you for submitting a service request. We hope the service was completed to your satisfaction. If you'd like to leave feedback, please use our [feedback form](#).

We have closed this request. If you need anything else, please submit another request or [renew this 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 #38200 - Special Event Application - BuDu Racing Carey Lake 5K and 10K

Initial request:

Good Afternoon, Our office received a Special Event Application from BuDu Racing for the "Ellensburg Triathlons" – Carey Lake 5K & 10K with an Olympic distance course. I will be placing this request on the May 16, 2017 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than May 8, 2017 at 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. Thank you and have a great afternoon!

Latest update:

I reviewed the certificate of insurance and endorsement and recommend approval of the event. I am happy to see the endorsement included. That is exactly what I needed to review.

Christopher Horner 4/6/2017 12:05:38 PM

Status:

Closed

Assigned to:

Christopher Horner

Priority:

Soon

Due date:

5/8/2017 5:00:00 PM

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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 28, 2017

Kittitas County Board of County Commissioners
205 West 5th Ave., Suite 108
Ellensburg, WA 98926

Re: Event Application – Ellensburg Triathlon & Carey Lake Runs

Dear Board of County Commissioners,

The Sheriff's Office recommends approval of the Ellensburg Triathlon & Carey Lake Runs on July 22, 2017.

The Sheriff's Office will be providing Reserve Deputies and regular Patrol Deputies to assist.

Sincerely,

A handwritten signature in black ink, appearing to be "GD" followed by a stylized surname.

Gene Dana,
Sheriff