

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

**AGENDA DATE:** June 7, 2011

**ACTION REQUESTED:** Request to approve an Event Application to hold the annual Ellensburg Sprint on July 30, 2011

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**BACKGROUND:** The Kittitas County Board of Commissioners received an Event Application from Deanna Muller, BuDu Racing in partnership with the Ellensburg Endurance Sports Association, to hold the annual Ellensburg Sprint on July 30, 2011. The application fee of \$200.00 was received and deposited with the Kittitas County Treasurers office.

The applicants are requesting a waiver to Kittitas County Code Chapter 5.20.160 (Closing Hours) to allow them to begin the event before 10:00 a.m. They are also requesting the Board grant a waiver to Kittitas County Code Chapter 5.20.100 (Penal Bond – Bond of Indemnity).

**INTERACTION:** Staff forwarded the application to various County departments for their review and recommendation to hold the event. The following departments have recommended approval of the events: Solid Waste, Public Health, Sheriff, Prosecutor, Public Works, Auditor, Fire Marshal and Fair Office.

**RECOMMENDATION:** Grant a waiver of Kittitas County Code Chapters 5.20.160 & 5.20.100, and to approve the Event Application to hold the annual Ellensburg Sprint on July 30, 2011.

**HANDLING:** Staff to send applicant notification of Boards action.

**ATTACHMENTS:** Event Application Materials  
Correspondence from various County departments

**LEAD STAFF:** Julie Kjorsvik, Clerk of the Board



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: Ellensburg Sprint Triathlon

Date(s) of event: July 30, 2011

Hours of operation: 6am to 12pm

Description of the event: Triathlon (consisting of a swim, a bike and a run event)

Has this event taken place before? Yes ☒ No ☐ Dates: 7/31/10 and 8/8/09

Estimated attendance: 250-300

How is your event being publicized? Event fliers, Brochures, Posters and some print ads

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

#### Contact Information

Name of the organizer/contact person: Deanna Muller

Address: 31405 47th Ave South, Auburn, WA 98001

Phone number(s): Deanna 206/920-3983

Email address: Deanna@BuDuRacing.com

Date of birth of applicant: 08/28/1967

Sprint \$200

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:

Rory Muller

Name

253/334-4433

Phone Number

Tami Walton

Name

509/929-0174

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.

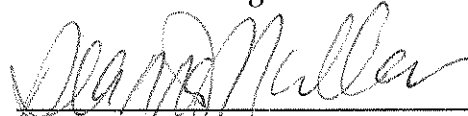
### SWORN STATEMENT OF COMPLIANCE

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.

Deanna Muller

Applicant Name (Print)



Applicant Signature

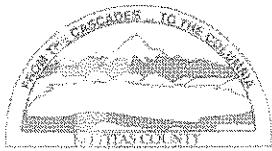
\_\_\_\_\_  
Applicant Name (Print)

\_\_\_\_\_  
Applicant Signature

RECEIVED

MAY 5 2011

1st \_\_\_\_ 2nd \_\_\_\_ 3rd \_\_\_\_



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

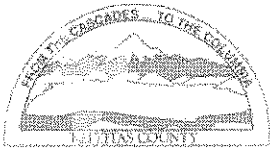
## BOARD OF COUNTY COMMISSIONERS

### 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? \$60 base



Sprint

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:

Rory Muller

Name

253/334-4433

Phone Number

Tami Walton

Name

509/929-0174

Phone Number

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#### 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.

Deanna Muller

Applicant Name (Print)



Applicant Signature

\_\_\_\_\_  
Applicant Name (Print)

\_\_\_\_\_  
Applicant Signature

# CERTIFICATE OF INSURANCE

DATE: 1/31/2011

CERTIFICATE NUMBER: 20110120039255

## AGENCY:

Entertainment & Sports Insurance eXperts (ESIX)  
5660 New Northside Drive, Suite 640  
Atlanta, Georgia 30328  
Phone: 678-324-3300 Fax: 678-324-3303

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

## NAMED INSURED:

USA Triathlon  
5825 Delmonico Drive  
Colorado Springs, Colorado 80919-2401

DEANNA MULLER

## INSURERS AFFORDING COVERAGE:

INSURER A: AXIS Insurance Company

## EVENT INFORMATION:

Ellensburg Sprint Triathlon (7/30/2011 - 7/30/2011)

## POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
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### A GENERAL LIABILITY

<input checked="" type="checkbox"/> Occurrence	AXGL03100260-10	12/1/2010 12:01 AM	12/1/2011 12:01 AM	GENERAL AGGREGATE (Applies Per Event)	\$2,000,000
				EACH OCCURRENCE	\$1,000,000
				DAMAGE TO RENTED PREMISES (Each Occ.)	\$1,000,000
				MED EXP (Any one person)	EXCLUDED
				PERSONAL & ADV INJURY	\$1,000,000
				PRODUCTS-COMP/OP AGG	\$2,000,000

## DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

The certificate holder is an additional insured, as required by written contract or written agreement, but only for liability arising out of the negligence of the named insured, but only with respect to the USAT sanctioned or approved event specified on this certificate.

This policy excludes any police/law enforcement or Fire Department services rendered or on behalf of the certificate holder.

## CERTIFICATE HOLDER:

Kititas County II'S Officers Officials Employees  
205 W 5th Ave  
Ellensburg, Washington 98926

## NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

## AUTHORIZED REPRESENTATIVE:



Special Event Application  
Ellensburg Sprint Triathlon – 07/30/2011

Will the event obstruct, interfere or require the closure and free use of any public road, street or right-a-way? And Will you have traffic Control?

We are asking to close the road to the park, but no other roads will be closed. Will need police/sheriff support in the following areas:

- Exiting the park (Ellensburg)
- Corner of Umptanum and Manastash Roads
- Corner of Brown Road and Hanson Road
- Corner of Cove Road and Hanson Road
- Corner of Cove Road and Manastash Road

Will there be off-site Parking?

Parking will be at the Park and the ball fields if available. With an estimated attendance of 300, this should be enough parking.

Will there be tickets sold to attend the event?

Please see attached event flier.

Do you have an informational Flier?

Please see attached.

Will there be food served?

We provide bagels, meats and cheese, peanut butter, jelly, muffins and fruit for participants.

Do you have a plan for garbage and recycling?

Ellensburg Triathlon (Irene Reinhart Park)

I will find out if we need to bring a dumpster into the park for this event, if so, I will do that.

There will be no water station for the bike, so no trash should be dropped. I will make sure that the follow vehicle has a garbage bag in case something needs to be picked up.

The water station will have a garbage bag for the water cups.

Have you obtained a Certificate of Insurance specifically naming Kittitas County?

See attached.

April 29, 2011

Kittitas County Commissioners  
Attn: Julie Kjorsvik ([julie.kjorsvik@co.kittitas.wa.us](mailto:julie.kjorsvik@co.kittitas.wa.us))  
205 W 5th Ave. Room 110  
Ellensburg, 98926



To whom it may concern:

I am writing to you about the Ellensburg Triathlon Weekend. BuDu Racing values our partnership with Tami Walton, Craig Scrivner and Vince Nethery (Ellensburg Endurance Sports Association) to promote these events. The 28th Annual Whisky Dick Triathlon that is scheduled for Sunday, July 31, 2011, and again includes the WD-10K Run, utilizing the same run course as the Whisky Dick Tri. The Ellensburg Sprint Triathlon is scheduled for July 30, 2011. As for last year, these events are on the same weekend as the Jazz in the Valley Festival.

A primary outcome of the Whisky Dick Triathlon is the promotion of tourism in and businesses of Kittitas County. As you know, the triathlon has been a tremendous success over the past few years and we feel it is a great promotional event for the city. We believe that the addition of the Sprint Triathlon on Saturday is a benefit to tourism and businesses in the community.

Event Dates	
Ellensburg Sprint Triathlon	Whisky Dick Triathlon and WD 10K
Saturday, July 30, 2011	Sunday, July 31, 2011
Starting at 8am at Irene Rinehart Park	Starting at 8:30am at the Vantage Boat Launch

Therefore, we formally request that Kittitas County permit us to hold the race again this year. The event, as per last year requires use of the Kittitas County boat launch at Vantage for the swim to bike transition. . As in the past 2 years, cyclists will ride on the Vantage Highway to the fairgrounds in Ellensburg. Participants will then run on the John Wayne Trail to a turn around point near #6 Rd., returning to Pfennig Road, through Grasslands, back onto city roads that go around the water tower before returning to the fairgrounds.

In order to assist us in use of these facilities, we request that the County:

- Close the Kittitas County Boat launch at Vantage from 6:00 am until 10:30 am on July 31
- Close the Vantage Highway from Vantage to No. 81 Road from 7:00 am until the last biker completes the course (approximately 11:30am).
- Have the Director of Public Works facilitate the safety of the race by sweeping the bike route and boat launch prior to the race and to schedule chip sealing of any of the aforementioned roads after August 1st. If chip sealing is not possible to delay, please schedule as early as possible in the summer so that a hard surface is well established by race day.
- We also ask permission to use the portion of the Fairgrounds facilities used in all previous years, namely the entry gate area and adjoining grass areas behind Memorial Pool and have access to power from a pole on race day for the finish – awards activities and lunch. Restrooms are available at the pool. Memorial Park grass area is again proposed as the transition area from cycle to run legs.

Included in with this letter is a copy of the insurance certificate with Kittitas County listed as an additional insured.

The following information is provided for the county health office in anticipation of standard queries we receive from them each year:

- Water for aid stations will be from the city water supply, not an out-of-town well.
- Pre-cooked pizza for volunteers will be prepared by the Super One grocery deli on race day.
- There will be 4 port-o-lets at Memorial Park (finish) in addition to the restrooms at the pool.

We thank you for your consideration. If you have any questions, or need more information, please do not hesitate to make contact with either of us by phone or email. We ask that you respond by either standard mail or by email so that we can proceed accordingly and we thank you in anticipation.

**Pick up T-Shirts from Mountain High Sports on Saturday, July 30 - by 5:00pm.**

Any question, please phone or email me (see below). I will be in contact to confirm the aforementioned details and number of shirts required as the event draws closer.

T-Shirts Count

S	M	L	XL

If you have any questions, please contact me (see contact information below).

Sincerely,

Deanna Muller  
BuDu Racing  
[Deanna@BuDuRacing.com](mailto:Deanna@BuDuRacing.com)  
206/920-3983

May 10, 2011

Kittitas County Commissioners  
Attn: Julie Kjorsvik ([julie.kjorsvik@co.kittitas.wa.us](mailto:julie.kjorsvik@co.kittitas.wa.us))  
205 W 5th Ave. Room 110  
Ellensburg, 98926



To whom it may concern:

A previous letter was submitted with the appropriate paperwork requesting approval to hold the Ellensburg Spring Triathlon and the Whisky Dick Triathlon (including the WD 10K Run) in July (see dates below):

Event Dates	
Ellensburg Sprint Triathlon	Whisky Dick Triathlon and WD 10K
Saturday, July 30, 2011	Sunday, July 31, 2011
Starting at 8am at Irene Rinehart Park	Starting at 8:30am at the Vantage Boat Launch

The bike portion of these events are held on the local roads and do not cause any damage to the these roads. We would like to request the board to grant a waiver to the bond requirement. We work hard to make sure any area that we utilize is left better than when we started, and have not had any problems in years past with these to events.

Thank you for your consideration. If you have any questions, please let me know.

Sincerely,

Deanna Muller  
BuDu Racing  
[Deanna@BuDuRacing.com](mailto:Deanna@BuDuRacing.com)  
206/920-3983



Kittitas County Office Of The Treasurer

Deanna Jo Panattoni, Treasurer

205 W 5th Avenue, Suite 102

Ellensburg, Wa 98926

Phone (509) 962-7535 Fax (509) 933-8212

Cash Suspense

Receipt Number: 2011-2248

Date: 05/09/2011

Received From: BUDU RACING LLC - RORY AND DEANNA MULLER

Check Amount: \$400.00

Cash Amount: \$0.00

Eft Amount: \$0.00

Total Amount: \$400.00

Deputy: MANDYR Receipt Type: CHK

Template: COMMISSIONER: COMMISSIONERS


Comments:

ELLENSBURG SPRINT AND WHISKEY DICK EVENT APPLICATIONS

<u>FundCode</u>	<u>GLCode</u>	<u>Description</u>	<u>Amount</u>
001	1632171	SPECIAL EVENTS FEE	\$400.00
Total Amount:			\$400.00

Kittitas County Treasurer's Office

Submitted By: MANDY ROBINSON

<b>BUDU RACING LLC</b> <b>RORY AND DEANNA MULLER</b> 31405 47TH AVE S PH 206/920-3983 AUBURN, WA 98001-3729		<b>3882</b> 19-854/1250 3110 7605107932
Date <u>5/3/11</u>		
Pay to the Order of <u>Kittitas County</u>	\$ <u>400.00</u>	
<u>Four hundred and no/100</u>		Dollars
 Wells Fargo Bank, N.A. Washington wellsfargo.com	WD EST	Security Features Details on Back
For <u>Permit for use</u>	<u>Deanna Muller</u>	MP
⑆ 125008547⑆ 7605107932⑆ 03882		



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

Cash Receipts

Receipt Number: 2011-3367 Date: 05/09/2011

Received From: BUDU RACING LLC - RORY AND DEANNA MULLER - DE/

Check Amount: \$400.00

Cash Amount: \$0.00

Eft Amount: \$0.00

Total Amount: \$400.00

Deputy: KATIEV Receipt Type: CHK

Template:

Comments:

ELLENSBURG SPRINT AND WHISKEY DICK EVENT APPLICATIONS; CSR 2011-2248

<u>FundCode</u>	<u>GLCode</u>	<u>Description</u>	<u>Amount</u>
001	1632171	SPECIAL EVENTS FEE	\$400.00
Total Amount:			\$400.00

Kittitas County Treasurer's Office

Submitted By: KATIE VONDERAU



## Memo

**To:** Kittitas County Board of County Commissioners

**From:** Kittitas County Public Health Department, James Rivard Interim Co-Administrator

**Date:** May 31, 2011

**RE:** Ellensburg Sprint Triathlon Event Application

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The Ellensburg Sprint Event applicant, Deanna Muller, is currently working on completing a temporary food permit application for the date of the event. I do not foresee any issue arising that would otherwise cause the applicant to not be able to complete and obtain approval of such application prior to the date of the event.

Therefore, contingent upon the issuance of a temporary food permit for the date of 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:

- Food Service
- Bathroom Facilities

Should you need additional assistance or have further questions please don't hesitate to contact me at 962-7515.

cc: Julie Kjorsvik, Clerk for the Kittitas County Commissioners Office



## Julie Kjorsvik

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**From:** Gene Dana  
**Sent:** Tuesday, May 31, 2011 4:38 PM  
**To:** Julie Kjorsvik  
**Subject:** RE: Special Event Applications - Whisky Dick Triathlon & Ellensburg Sprint

I thought I did. If not here you go.

No issues from the Sheriff's Office. Same program as last year. Using volunteers and reserves where needed for traffic control as well as contracted for off duty officers. Marine patrol will be on the water as scheduled.

This is a well managed event with no history of problems.

Sheriff Dana

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**From:** Julie Kjorsvik  
**Sent:** Tuesday, May 31, 2011 3:01 PM  
**To:** Gene Dana; Clayton Myers; Brenda Larsen; Kirk Holmes; Ryan Berge; James Rivard; Linda Navarre  
**Subject:** FW: Special Event Applications - Whisky Dick Triathlon & Ellensburg Sprint

Just a reminder that a response from your department is due tomorrow on the Special Event applications for the annual Whisky Dick Triathlon and the Ellensburg Sprint. This request will be on the June 7<sup>th</sup> Commissioner Agenda. Thank you!

## Julie Kjorsvik

Clerk of the Board  
Kittitas County Board of Commissioners  
509-962-7508  
509-962-7679 Fax  
<http://www.co.kittitas.wa.us/>

*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.*

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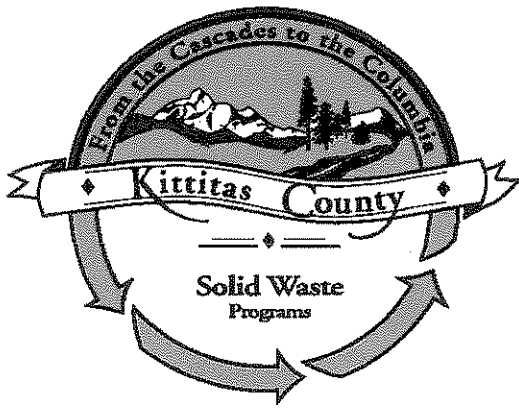
**From:** Julie Kjorsvik  
**Sent:** Tuesday, May 10, 2011 9:10 AM  
**To:** Brenda Larsen; Patti Johnson; Reno Allphin; Gene Dana; Clayton Myers; Deanna J. Panattoni; Jerry V. Pettit; Kirk Holmes; Ryan Berge; James Rivard; Linda Navarre; Matthew Anderson  
**Subject:** Special Event Applications - Whisky Dick Triathlon & Ellensburg Sprint

Good morning,

I have attached two Special Event applications to hold the annual Whisky Dick Triathlon and the Ellensburg Sprint.

I would appreciate you reviewing the application materials and respond back to me in writing by June 1, 2011 if your department recommends approval of the events or not. If you have specific questions regarding the events, please contact the applicant directly.

I will be placing these two event applications on the June 7, 2011 Commissioner Agenda for the Board's consideration. Thank you!



## Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7070

Fax: (509) 962-7087

May 18, 2011

Kittitas County Board of Commissioners  
205 W 5<sup>th</sup> 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 Ellensburg Sprint Triathlon. 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,

A handwritten signature in black ink, appearing to read "R. Allphin", with a long horizontal flourish extending to the right.

Reno L. Allphin  
Solid Waste Specialist  
Kittitas County Solid Waste

## Julie Kjorsvik

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**From:** Julie Kjorsvik  
**Sent:** Tuesday, May 10, 2011 9:28 AM  
**To:** 'Deanna-BuDu Racing'  
**Subject:** RE: Whisky Dick and Ellensburg Sprint Triathlons

Hi Deanna,

Thank you for your check for permit application fees for the Whisky Dick and Ellensburg Sprint. I have forwarded the applications onto various county departments for their review and recommendation.

I will be placing the two special event applications on the June 7<sup>th</sup> Commissioner Agenda Session for the Board of County Commissioners consideration. Please have a representative of your events in attendance at the Commissioners Agenda Study Session on **Monday June 6, 2011 at 10:30 a.m.** in the Commissioners Auditorium, Room 109, Kittitas County Courthouse in case the Board has any questions.

If you do not intend on submitting a bond as required by Kittitas County Code please submit a request for a waiver in writing to me as soon as possible so that I may include it in your application materials. Thank you!

**Julie Kjorsvik**  
Clerk of the Board  
Kittitas County Board of Commissioners  
509-962-7508  
509-962-7679 Fax  
<http://www.co.kittitas.wa.us/>

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**From:** Deanna-BuDu Racing [mailto:deanna@buduracing.com]  
**Sent:** Monday, May 02, 2011 1:38 PM  
**To:** Julie Kjorsvik  
**Subject:** RE: Whisky Dick and Ellensburg Sprint Triathlons

Julie, I will send the signed copy and the check in the mail today.

If you have the information on the two competitors, you can just complete the registration form and forward it to me. They will need to sign a waiver when they pick up their packet. I am glad about this. ☺

**Deanna Muller**  
USA Triathlon Certified Race Director  
BuDu Racing - Event Management  
[www.BuDuRacing.com](http://www.BuDuRacing.com)  
Join BuDu Racing on [FaceBook](#)  
206/920-3983

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**From:** Julie Kjorsvik [mailto:julie.kjorsvik@co.kittitas.wa.us]  
**Sent:** Monday, May 02, 2011 8:41 AM  
**To:** 'Deanna-BuDu Racing'  
**Subject:** RE: Whisky Dick and Ellensburg Sprint Triathlons

Thank you Deanna for the information. I will look it over and let you know if there is anything further that needs to be submitted. However in order to process your applications we need to have a check in the amount of \$200.00 for each event (made payable to Kittitas County). I would also appreciate it if you could send in the original signed applications as well. Thank you so much!

By the way, it looks like there will be 2 women coming from Sanda City, Japan to participate in the Whisky Dick Triathlon this year! This is very exciting because we've never had two women athletes come before! I will send you their information as soon as I have it. Did you need me to do their registration online?

## **Julie Kjorsvik**

Clerk of the Board

Kittitas County Board of Commissioners

509-962-7508

509-962-7679 Fax

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

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**From:** Deanna-BuDu Racing [mailto:deanna@buduracing.com]

**Sent:** Friday, April 29, 2011 1:53 PM

**To:** Julie Kjorsvik

**Subject:** Whisky Dick and Ellensburg Sprint Triathlons

Julie, I am attaching multiple pdfs here:

- 1-Letter (Kittitas County Commissioners
- 2-2011 Permit for Ellensburg Sprint Tri (EST)
- 3-2011 Permit for Whisky Dick Tri (WD)
- 4-Page 4 of permit signed by me for both EST and WD
- 5-WD Insurance Cert
- 6-EST Insurance Cert
- 7- EST event flier (includes prices and maps)
- 8-WD event flier (includes prices and maps)
- 9-EST Special event misc (I have provided this each year)
- 10-WD Special event misc (I have provided this each year)

I think this is everything you need. ☺ Please let me know if I am missing something.

Also, when will you know the names and misc for the people from the sister city? I am glad this is happening again. ☺

Please let me know that you received this.

Have a great weekend.

**Deanna Muller**

USA Triathlon Certified Race Director

BuDu Racing - Event Management

[www.BuDuRacing.com](http://www.BuDuRacing.com)

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