



RSVP and Volunteer Center of Kittitas County
707 N. Pearl Suite I Ellensburg, WA 98926
509-962-4311 Fax 509-925-1730



February 17, 2012

RECEIVED

Kittitas County Commissioners
205 W. 5th Suite 108
Ellensburg, Wa. 98926

FEB 24 2012

1st _____ 2nd _____ 3rd _____
KITTITAS COUNTY BOARD OF COMMISSIONERS

Dear Commissioners,

Attached is our application for the Manastash Metric Bike Ride scheduled for October 6, 2012.
Attached is our \$200.00 application fee.

Please note that we also ask to have Kittitas County Code Chapter 5.20.100 for the \$5,000.00
bond waived for this event.

We would also like to Kittitas County Code Chapter 5.20.160 waived so that we may have our
event begin at 7:00 am.

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

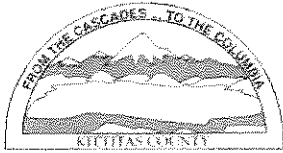
Sincerely,

Carol Findley
Carol Findley, Director

Sponsored by



CENTRAL WASHINGTON UNIVERSITY



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: Manastash Metric Bike Ride - The Drier Ride

Date(s) of event: October 6, 2012

Hours of operation: 6:00 AM - 6:00 PM

Description of the event: Century and half century bike ride for all ages.

Has this event taken place before? ☒ Yes ☐ No Dates: same dates in 2009, 2010, 2011

Estimated attendance: Approx 200+ riders

How is your event being publicized? Seattle Bike Expo, 2 statewide Bike magazines, posters + brochures sent out to three states, Facebook, website, linking to other wa state rides and bike clubs etc.

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

Contact Information

CWU-RSUP

Name of the organizer/contact person: Carol Findley

Address: 702 N. Pearl St Suite I, Ellensburg, WA 98926

Phone number(s): 509 962-4311

Email address: rsup@fairpoint.net

Date of birth of applicant: _____

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:

Carol Findley
Name

509 899-0307 cell
Phone Number

Kelley Quirk
Name

509 306-9259 cell
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.

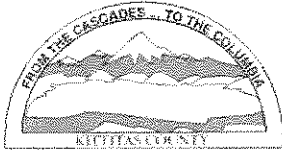
I/We understand that failure to comply with the rules, regulations and conditions set forth in Code may be deemed a gross misdemeanor and that drug or narcotics violations are crimes under RCW.

Carol Findley
Applicant Name (Print)

Carol Findley
Applicant Signature

Kelley Quirk
Applicant Name (Print)

[Signature]
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.

Brenda Larson ok'd on 2/10/12 - no application needed
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. Each rest stop will have a 10' x 10' portable awning. There will 4 along the route.

Public Health/Environmental Health

Will there be food served at the event?

Yes

No

all prepackaged bottled waters

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).

See attached

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?

at west Ellensburg Park - Ride Start and finish area and a church in
cl. Elum

☒ Yes ☐ No → portable units will be at Rest Stops along route

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.

Manastash metric Bike Ride
Oct. 6, 2012

RECEIVED

FEB - 8 2012

Office use only:
☒ Approved
☐ Denied
☐ Plans and specifications requested

Application for exemption from permit

This application is based on WAC 246-215-191 (Rules and Regulations of the State Board of Health for Food Service)

Applicant and Event Information:

Food items that may be exempted from permit:

- Popcorn (including kettle corn)
- Cotton candy
- Dried herbs and spices (if processed in an approved facility)
- Machine-crushed ice drinks (if made with non-potentially hazardous ingredients and ice from an approved source)
- Corn on the cob
- Whole roasted peppers (if roasted for immediate service)
- Roasted nuts (including candy-coated)
- Deep-fried pork skins (if made with pork skins from a food processing plant)
- Caramel apples
- Sliced fruits and vegetables for sampling (if used for individual samples of nonpotentially hazardous produce)
- Chocolate-dipped ice cream bars prepared from prepackaged ice cream bars produced in a food processing plant
- Chocolate-dipped bananas prepared from bananas peeled and frozen in an APPROVED facility

Carel Findley

509 962-4311

Applicant Name

Daytime Contact Phone

CWU-RSUP and Volunteer Center of Kittitas Co

Business Name, if applicable

707 N. Pearl St Suite F, Ellensburg WA

Mailing Address

City, State, Zip

98926

Food Items, check all that apply:

- | | |
|---|---|
| <input type="checkbox"/> Popcorn | <input type="checkbox"/> Roasted nuts |
| <input type="checkbox"/> Cotton candy | <input checked="" type="checkbox"/> Fruit and vegetable samples whole orange, banana apples |
| <input type="checkbox"/> Herbs and spices | <input type="checkbox"/> Commercially made caramel apples |
| <input type="checkbox"/> Iced drinks | <input type="checkbox"/> Pork skins |
| <input type="checkbox"/> Corn on the cob | <input type="checkbox"/> Whole peppers |

☒ Pre-packaged non potentially hazardous foods

☐ Chocolate-dipped ice cream bars/bananas

Food Safety Requirements:

Food handlers are required to make sure that food safety rules are followed. Read the statements below and mark Yes (Y), No (N), or Not Applicable (N/A).

Y N N/A

- ☐ ☐ ☒ 1. At least one person in the booth will have a valid Washington State Food Worker Card.
- ☒ ☐ ☐ 2. You will enforce an illness and handwashing policy and provide a handwashing facility during food preparation.
- ☒ ☐ ☐ 3. You will provide water, ice and food from approved sources. Home storage or preparation is not allowed. Include a commissary agreement for the kitchen you will be using.
- ☒ ☐ ☐ 4. You will use approved barriers including utensils, paper wraps, and gloves (which must be changed when contaminated, ripped, or after changing tasks) to prevent bare hand contact with all ready-to-eat foods.
- ☒ ☐ ☐ 5. You will make sure that your employees have accessible restrooms. All employees must wash their hands after using the restroom.
- ☒ ☐ ☐ 6. You will provide an adequate number of clean utensils or a 3 basin dishwash facility. All utensils will be washed in hot, soapy water (basin 1), rinsed in clean water (basin 2), sanitized (basin 3), and air dried before use.
- ☒ ☐ ☐ 7. You will store all food, ice and single-service products off the ground and away from sources of contamination. You will only use food-grade containers for food storage and transport.
- ☒ ☐ ☐ 8. You will make sure all food-contact surfaces are sanitized prior to, and during, food preparation. A copy of this approved exemption application must be maintained at the site of operation.

A copy of this approved exemption application must be maintained at the site of operation.

Carel Findley 2/7/12

Signature of Applicant Date

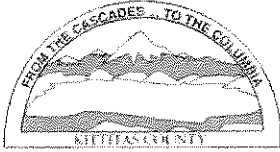
2/8/12

Signature of Regulatory Authority Date



Kittitas County Public Health
Department
507 N. Nanum Street, Ste 102
Ellensburg, WA 98926
Phone: (509) 962-7515
Fax: (509) 962-7581

* Please keep a copy w/ you on-site. *Manastash*



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

Law Enforcement/Security/Emergency Medical Services

Will there be security on site during the event?

Yes ☒ No ☐ But all law enforcement will be notified of event

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 ☒

But will be notified

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 Volunteers and Signs

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

Will there be off-site parking? Yes ☐ No ☒

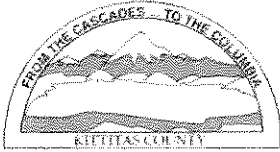
If yes, please provide the location and a parking plan.

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

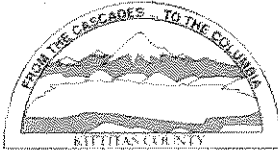
BOARD OF COUNTY COMMISSIONERS

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

we will haul all garbage out.

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.

all materials that can be recycled will be taken to recycling center

Insurance

Have you obtained a Certificate of Insurance, specifically naming "Kittitas County" as an insured?

☒ Yes

☐ No *See attached*

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 *Asking for waiver*

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?

\$ 30.00 Single rider

\$ 40.00 Tandem rider



CENTRAL WASHINGTON UNIVERSITY

Kittitas County Board of County Commissioners
205 West 5th
Ellensburg, WA 98926

February 9th, 2012

To Whom It May Concern:

Please find attached Central Washington University's Internal Revenue Service determination letter and 2010 State of Washington Independent Auditor's Report (2011 audit currently being completed). Central Washington University is the RSVP and Volunteer Center of Kittitas County's financial sponsor.

Let me know if you require any further documentation or have questions.

Sincerely,

Heather Harrell, C.R.A.
Fiscal Analyst III
Grant/Contract Accounting Office
Central Washington University
400 East University Way, MS7469
Ellensburg, WA 98926
509.963.1988

Internal Revenue Service
EP/EO Disclosure Desk
P.O. Box 2350 Los Angeles, CA 90053

Person to Contact:
F. Mirafior or L. Barragan
Telephone Number:
(213) 894-2336
Refer Reply to:
92-143

Date:

MAR 04 1992

CENTRAL WASHINGTON UNIVERSITY
OFFICE OF THE CONTROLLER
ELLENSBURG, WA 98926

RE: 91-6000618
CENTRAL WASHINGTON UNIVERSITY

Gentlemen:

This is in response to your request for a determination letter of the above-named organization.

The Internal Revenue Code makes no provision for the issuance of exemption letters to instrumentalities of a state or municipal government since Section 115 of the Code specifically excludes their income from the definition of gross income.

Because you are an integral part of the government agency, an exemption letter is not necessary and evidently was not issued.

If you are in need of further assistance, please feel free to contact me at the above address.

Sincerely,



Disclosure Assistant



**Washington State Auditor
Brian Sonntag**

INDEPENDENT AUDITOR'S REPORT

March 17, 2011

Board of Trustees
Central Washington University
Ellensburg, Washington

We have audited the accompanying basic financial statements of Central Washington University, Kittitas County, Washington, as of and for the years ended June 30, 2010 and 2009 as listed in the table of contents. These financial statements are the responsibility of the University's management. Our responsibility is to express an opinion on these financial statements based on our audits. We did not audit the financial statements of the Central Washington University Foundation, a blended component unit, which represents 3.30 percent, 4.44 percent, and 1.91 percent, respectively, of the assets, net assets and revenues of the University in 2010, and 3.11 percent, 4.03 percent, and 0.00 percent, respectively, of the assets, net assets and revenues of the University in 2009. Those financial statements were audited by other auditors whose reports thereon have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Central Washington University Foundation, is based on the reports of other auditors.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits and the reports of the other auditors provide a reasonable basis for our opinion.

As discussed in Note 1, the financial statements of Central Washington University are intended to present the financial position, the changes in financial position, and, where applicable, cash flows of only that portion of the business-type activities of the State of Washington that is attributable to the transactions of the University. They do not purport to, and do not, present fairly the financial position of the State of Washington as of June 30, 2010 and 2009, the changes in its financial position, or, where applicable, its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion, based on our audits and the reports of the other auditors, the financial statements referred to above present fairly, in all material respects, the financial position of Central Washington University, Washington, as of June 30, 2010 and 2009, and the changes in

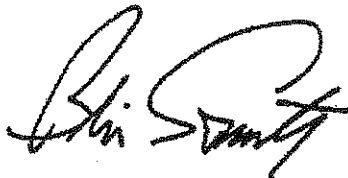


financial position and cash flows thereof for the years then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis on pages 7 through 15 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We and the other auditors have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The information identified in the table of contents as appendices to the financial statements on pages 35 through 36 is presented for purposes of additional analysis and is not a required part of the basic financial statements of the University. Such information has not been subjected to the auditing procedures applied by us and the other auditors in the audit of the basic financial statements and, accordingly, we express no opinion on it.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Sonntag", with a stylized flourish at the end.

BRIAN SONNTAG, CGFM
STATE AUDITOR

CERTIFICATE OF LIABILITY INSURANCE

Issue Date 2/9/2012

ISSUED BY:

State of Washington
Department of Enterprise Services
Office of Risk Management
PO Box 41466
Olympia WA 98504-1466

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 STATE OF WASHINGTON SELF INSURANCE LIABILITY PROGRAM.

COVERAGE AFFORDED BY**State of Washington Self Insurance Liability Program****INSURED:**

State of Washington
Central Washington University
ATTN: Toni Burvee
400 East 8th Ave
Ellensburg, WA 98926

THE STATE OF WASHINGTON, INCLUDING ALL ITS AGENCIES AND DEPARTMENTS, IS SELF-INSURED FOR TORT LIABILITY CLAIMS. ALL CLAIMS MUST BE FILED WITH THE STATE OFFICE OF RISK MANAGEMENT FOR PROCESSING IN ACCORD WITH STATUTORY REQUIREMENTS.

COVERAGES

THIS IS TO CERTIFY COVERAGE DESCRIBED BELOW IS PROVIDED TO THE INSURED NAMED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE SELF-INSURANCE LIABILITY PROGRAM IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH PROGRAM.

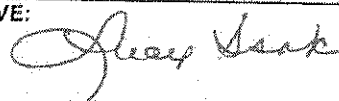
TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
GENERAL LIABILITY <input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> OCCURRENCE COVERAGE	Self-insured	Continuous	Continuous	BODILY INJURY, PROPERTY DAMAGE & PERSONAL INJURY COMBINED EACH OCCURRENCE \$5,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY & PROPERTY DAMAGE COMBINED EACH ACCIDENT \$5,000,000
WORKERS COMPENSATION AND EMPLOYERS LIABILITY				STATUTORY
OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS: Coverage applies as respects tort liability claims against the State of Washington as covered by the Tort Claims Act (RCW 4.92 et seq.) The Certificate Holder is named as additional insured, but only as respects the negligence of the State of Washington.

CERTIFICATE HOLDER:**CANCELLATION**

KITTITAS COUNTY
ATTN: OFFICE MANAGER
205 WEST 5TH, SUITE 108
ELLENSBURG, WA 98926

SHOULD THE SELF INSURANCE LIABILITY PROGRAM BE CANCELLED, THE STATE OF WASHINGTON WILL ENDEAVOR TO MAIL 45 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL NOT IMPOSE ANY OBLIGATION OR LIABILITY UPON THE STATE OF WASHINGTON, ITS OFFICIALS, EMPLOYEES, AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE:

Lucy Isaki, State Risk Manager

CERTIFICATE NUMBER CRT 12-357

Campbell, Melynda (DES)

From: CertificateInsuranceForm1@ofm.wa.gov
Sent: Tuesday, February 07, 2012 9:55 AM
To: OFM CI
Subject: CertificateInsuranceForm1

YOUR AGENCY: Central Washington University

YOUR NAME: Toni Burvee

YOUR PHONE: 509-963-2335

YOUR EMAIL: burveet@cwu.edu

OUTSIDE ENTITY: Kittitas County

ATTN NAME: Office Manager

CERTIFICATE HOLDER E-MAIL:

CERTIFICATE HOLDER FAX:

CERTIFICATE HOLDER ADDRESS: 205 West 5th, Suite 108

CERTIFICATE HOLDER CITY: Ellensburg

CERTIFICATE HOLDER STATE: WA

CERTIFICATE HOLDER ZIP: 98926

CERTIFICATE HOLDER REASON: Metric Bike Ride Event Permit

AGREEMENT: YES

MAILING NAME:

MAILING ADDRESS:

MAILING CITY:

MAILING STATE:

MAILING ZIP:

OTHER INSTRUCTIONS: Please email certificate to burveet@cwu.edu so I can attach it to the application and contract forms.

**Manastash Metric – The Drier Ride Bike Ride
Century and Half Century Tour
October 6, 2012
Ellensburg, Washington**

Event Information

The Manastash Metric-The Drier Ride Bike Ride sponsored by the RSVP and volunteer Center of Kittitas County will be held on October 6, 2012. RSVP and Volunteer Center is sponsored by Central Washington University.

Route

There will be two routes going on at the same time, a half century and century ride. The half century ride will go from Ellensburg to Thorp and back to Ellensburg. The century ride will go from Ellensburg to Cle Elum and back to Ellensburg. The route will utilize back roads in Kittitas County and Hwy 10. Please see the enclosed map and route detail. You may also visit the ride website at <http://www.drier-ride.org>.

The staging area/event start and finish will be held at the Rotary Park in West Ellensburg. Permission has been granted by the Ellensburg City Council and the Parks and Recreation director to utilize a designated area for the event. The route will be marked with Dan Henry signs on the pavement as well as larger sign for riders at intersections and crossroads. Dan Henry signs will be marked with a chalk based non permanent paint. RSVP and Volunteer Center has notified and will work with the Washington State DOT office as well as the City of Ellensburg, Cle Elum and Thorp.

All riders will check in at the staging area between 7:30-9:00 am October 6, 2012 at the same location. All riders will be given a numbered bib to wear for identification. The event will conclude at approximately 6:00 p.m.

The riders will not be on any freeways during the event and we do not anticipate any congestion as riders will be spread out during the ride. The only major intersections riders will cross are controlled by stop lights and or stop signs. These are located at Water and University Way in Ellensburg and where 4th Street in South Cle Elum and 1st street in Cle Elum intersect.

Parking

Parking for participants and volunteers will be located at the Rotary Park parking lot. There is adequate and safe off the road parking for volunteers at all of the rest stop locations.

Alcohol and Amplification

This is a non alcohol event and no amplification or music will be used.

Garbage and Recycling

Garbage cans will be provided at the staging area and all rest stop areas. All garbage will be picked up and hauled away after the event. Recyclable materials will be recycled. The follow end car will look for and pick up any garbage left by riders on the route immediately following the last rider.

Rest Stops

Rest stops will be provided for all riders with at least 3 volunteers at each rest stop. The rest stop will have a restroom provided, packaged food and bottled water, first aid and other supplies for the riders. All volunteers will wear gloves when handling food. Hand sanitizer will be available for volunteers and riders at the stops and in the portable potty units. Each rest stop that is located outside will have a 10 foot by 10 foot tent awning covering a table and supplies. All rest stop volunteers will have cell phone and be in constant contact with event coordinators, SAG wagons and have emergency phone numbers.

The rest stops will be located at the following areas:

Rotary Park Concession Stand, inside restroom, outside food and beverage-event start

Thorp Mill, portable potty, food, beverage

Elk Heights Gravel Pit, potable potty, food, beverage

St. John the Baptist Church, inside restroom, inside food, beverage

Hwy 10, just past the 98 mile marker coming towards Ellensburg (right side of the road in pull off area) portable potty, food, beverage

Rotary Park- end of event

We will obtain permission from the Kittitas County departments and the DOT for the Elk Heights Gravel Pit and Hwy 10 Rest Stops. The other locations have been approved by the owners/managers.

Event Support

There will be a set up and lead truck that will circle the ride routes after all set up.

The Recycle Shop will have a Sag Wagon and serve as a bike doctor and drive the routes continuously throughout the day.

There will be a follow car to follow the last rider until he/she completes the ride. Another follow truck will tear down rest stops as the ride progresses and make sure garbage is picked up along the route.

Participant Safety

Safety for the participants and volunteers is our number one priority. We will work with all law enforcement departments, EMS and the Washington State DOT to discuss the route and anticipate any issues a head of time. There will be first aid kits at all rest stops and in the Sag Wagon.

All intersections and road crossings will be well marked with signage. Riders will be given the course route map prior to the ride and be aware of any last minute changes. Large orange "Bikes on the Roadway" signs will be placed on hwy 10 to notify cars of riders.

Staff and volunteers will be on the route throughout the day to ensure safety. All riders will be assigned a numbered bib to wear for identification for the event.

Staff and volunteers will have cell phone numbers and know what to do in the case of an emergency by attending an event training session prior to the event.

All participants will fill out a registration form and pay the entry fee. They will abide by the Washington Rules of the Road and wear approved bike helmets. They will read and sign the Acknowledgement of Risk, Hold Harmless Agreement and Rules and Regulation form. Participants 18 years and younger will have a parent or guardian sign the forms for them.

Event Coordinators:

Carol Findley, RSVP and Volunteer Center Director
Kelley Quirk

RSVP Office
707 N. Pearl Street Suite I
Ellensburg, Wa. 98926

Phone: 509 962-4311
Fax: 509 925-1730
Email: rsvp@fairpoint.net
Website: www.rsvp-wa.org/ellensburg

Carol Cell: 509 899-0307
Kelley Cell: 509 306-9259

Ellensburg Manastash Metric century / half - century Bicycle Tour

October 6, 2012

Manastash Metric

 Ellensburg Manastash Metric **drier**
ride

- [Home](#)
- [Ride Details](#)
- [Registration](#)
- [Accommodations](#)
- [Supporters](#)
- [Contact](#)
- [RSVP](#)
- [Volunteer Request](#)
- [Other Bike Rides](#)

 R Right X Cross
 T intersection L Left
 RS Rest Stop STR Straight

Manastash Metric Century Q sheet

Miles	Kilometers	Leave Rotary Park fields concession area
1.41	2.27	R on Brown Rd
2.21	3.56	R continue on Brown Rd
4.01	6.45	R then L on S Thorp Highway
10.91	17.56	RS #1 Thorp Mill
11.30	18.18	L on E Taneum Rd
14.01	22.55	R on Thorp Prairie Rd Hill
17.51	28.18	RS #2 Thorp Prairie Rd/Elk Heights Gravel Pit
21.41	34.45	X over I-90 Rd changes to Upper Peoh Point Rd
		L on Lower Peoh Point Rd
28.11	45.24	STR on South Cle Elum Way to the stoplight at 1 st Street
29.50	47.47	Stoplight at 1 st Street continue straight to 2 nd Street R on 2 nd Street
29.91	48.13	RS#3 St. John the Baptist Church (303) W 2nd St.
		R on Cottage
31.11	50.06	L on Spanski Way @ McKean Drive In (behind Espresso shop)
31.50	50.69	L at Stop sign on Airport Rd
35.01	56.34	L at T intersection onto SR 970 R on SR 10 --- STR on SR 10
47.20	75.96	RS #4 Yakima River/HWY 10
49.31	79.35	L on McManamy
51.21	82.41	L at T intersection onto HWY 97
51.50	82.88	R on Hungry Junction Rd Str on Hungry Junction Rd
53.21	85.63	Cross over Reecer Creek Rd
55.70	89.64	R on Look Rd
57.60	92.69	R on Sanders Rd
59.11	95.12	L on Water Street
60.81	97.86	R on 5 th Ave.
61.31	98.66	Entrance to Rotary Fields
61.62	99.16	End at Rotary Field Concession area

EMERGENCY PHONE NUMBERS

CAROL FINDLEY 509-899-0307

Ellensburg Manastash Metric century / half - century **Bicycle Tour**

Manastash Half Century CUE Sheet

Manastash Metric

- Home

- Ride Details

- Registration

- Accommodations

- Supporters

- Contact Us

R Right
L Left
STR Straight
X Cross
T intersection
RS Rest Stop

Miles	Kilometers	Directions
0.0	0.0	Leave Rotary Park Fields
1.41	2.27	R on Brown Road
2.21	3.56	Continue R on Brown Rd
4.01	6.45	R then L on S Thorp Highway
10.91	17.56	RS #1 Thorp Mill
11.30	18.18	STR continue on Thorp Highway X Cross over Yakima River Green Bridge
14.10	22.69	Junction Thorp RD/Hwy 10
17.41	28.02	RS #2 Yakima River/Hwy 10 RestStop STR on SR 10
19.30	31.06	L on McManamy Rd
21.20	34.12	L at T intersection onto HWY 97
21.50	34.60	R on Hungry Junction Rd
23.20	37.34	Cross over Reece Creek Rd
25.80	41.52	R on Look Road
27.50	44.25	R on Sanders Rd
29.10	46.83	L on Water Street
30.70	49.40	R on 5 th Ave.
31.30	50.37	Entrance to Rotary Fields
31.60	50.85	End at Rotary Concession Area

EMERGENCY PHONE NUMBERS

CAROL FINDLEY 509-899-0307

KELLEY QUIRK 509-306-9259



2012 marks the 4th year of sponsorship of the Manastash Metric Bike Ride by RSVP and Volunteer Center of Kittitas County. The bike ride is a fundraiser for the local program and is designed to promote healthy lifestyles and bicycling for all ages.

RSVP and Volunteer Center has served Kittitas County for 38 years with over 300 volunteers providing 39,000 hours annually.

It is our pleasure to sponsor this ride and provide a safe, challenging, fun, and well-supported bike tour experience.

FACT: 16 consecutive years with no rain during the ride, hence the drier ride!

Rules and Regulations

1. All Riders must register and pay the entry fee prior to participating.
2. All riders will read and sign the Acknowledgement of Risk and Hold Harmless Agreement and the Rules and Regulations form prior to the event. Riders 18 years and younger will have a parent/guardian sign the agreements.
3. All riders will read and abide by the Rules of the Road for Washington State Bicyclists.
4. All riders will wear approved helmets for this event.
5. All riders will follow the course as outlined and marked for the Manastash Metric Bike Tour.

*All Riders Will Abide by
Washington Rules of the Road*

Ride Details

Ride Day Registration/Check-in:

Saturday
7:30 a.m. - 9:00 a.m.
October 6, 2012

Ride begins at West Ellensburg Park,
Rotary Fields
5th Avenue entrance

Maps:

A course map and cue sheet is provided; in addition, the course is marked with Dan Henry arrows.

Rest Stops:

Rest stops are at Thorp Mill, Elk Heights, Hayward Hill, and St. John the Baptist Catholic Church, Cle Elum. Snacks, fruit, and liquids will be provided.

FREE BARBEQUE FOR PARTICIPANTS

AFTER THE RIDE!
Guests of riders \$10.00

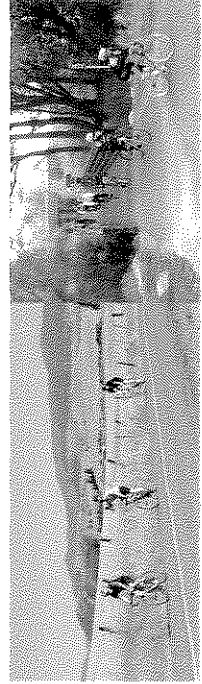
Phone: 509-962-4311

Fax: 509-925-1730

E-mail: rsvp@fairpoint.net

Manastash Metric Website:

www.drier-ride.org



Registration Form

Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Email: _____

____ Pre-registration by 9/21/2012: \$30.00
(\$40.00 tandem)
____ Registration after 9/21/2012: \$40.00
(\$50.00 tandem)

Riders:

____ M ____ F ____ Century ____ Half

Event shirt purchase is optional
Must register by September 21st
to receive a shirt.

Shirts will not be available after 9/21/2012.
Lime Green Sport-Tex Competitor Tee

\$15.00

☐ S ☐ M ☐ L ☐ XL ☐ 2X ☐ 3X ☐ 4X

Registration: _____

T-Shirts: _____

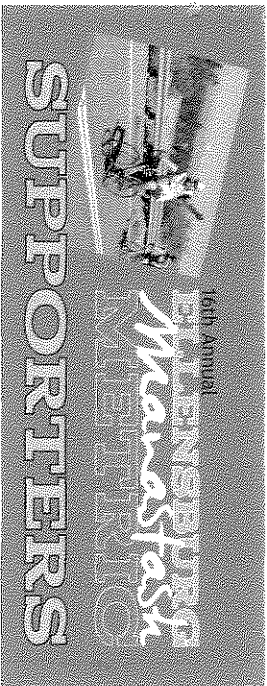
Total: _____

Make checks payable to:

RSVP and Volunteer Center of Kittitas County
707 North Pearl Street Suite I
Ellensburg, WA 98926
NO REFUNDS

Will you be staying in a local hotel?
____ yes ____ no

How did you find out about our event?



Anytime Fitness

Chamber Cowboys

City of Ellensburg Lodging Tax
Event Fund

City of Ellensburg
Parks and Recreation

CWU Bike Club

Irish Eyes Garden Seeds

Kittitas County
Chamber of Commerce

Outdoors NW

Paktec Inc.

Recycle Bike Shop

RSVP

Shirtworks

St. John the Baptist
Catholic Church

Thorp Mill

Tree Top

Overnight Lodging:

Several hotels are available
within a few minutes of the start.
Check our website for details

RSVP and Volunteer Center of Kittitas County
707 North Pearl Street Suite 1
Ellensburg, WA 98926

16th Annual
ELLENSBURG
Maastash
METTRIO
the drier ride

Saturday
October 6, 2012
7:30-9:00 a.m. Check-in
West Ellensburg Park
Rotary Fields

metric century ride = 66.2 miles/106 km
half-century ride = 33.1 miles/53 km

Bicycle TOUR

Sponsored by

RSVP and Volunteer Center of Kittitas County



drier-ride.org

rsvp@jahpoull.net (509) 962-4311
707 North Pearl Street Suite 1
Ellensburg, WA 98926



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: 2012-956

Date: 02/24/2012

Received From: BOCC-DEBBIE M

Check Amount: \$200.00

Cash Amount: \$0.00

Eft Amount: \$0.00

Total Amount: \$200.00

Deputy: DEBBIEM Receipt Type: CHK

Template: COMMISSIONER'S COMMISSIONERS

Comments:

SPECIAL EVENT REQUEST FROM CAROL FINDLEY, RSVP AND VOLUNTEER CENTER OF KITTITAS COUNTY

FundCode	GLCode	Description	Amount
001	1632171	SPECIAL EVENTS FEE	\$200.00
Total Amount:			\$200.00

Kittitas County Treasurer's Office

Submitted By: MYERS DEBBIE

THIS IS WATERMARKED PAPER. DO NOT ACCEPT WITHOUT NOTING WATERMARK. HOLD TO LIGHT TO VERIFY WATERMARK.

tsbank All of us serving you®

CENTRAL WASHINGTON UNIVERSITY
Accounting Office (509) 963-1991
Student Financial Services (509) 963-3546
400 E. University Way, Ellensburg, WA 98926

19-10
1250
CHECK NO.
399477

Date 02/13/2012

Pay Amount \$200.00***

Pay *****TWO HUNDRED AND XX / 100 DOLLAR*****

To The Order Of
KITTITAS COUNTY COMMISSIONERS
205 W. 5TH AVE. SUITE 110
ELLENSBURG, WA 98926

George Clark
Kevin Corwell
Authorized Signature

SUBJECT TO CANCELLATION
(90) NINETY DAYS AFTER DATE

⑈ 399477 ⑈ 125000105⑈ 153505473030⑈



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: 2012-1411

Date: 02/24/2012

Received From: BOCC-DEBBIE M - DEBBIE

Check Amount: \$200.00

Cash Amount: \$0.00

Eft Amount: \$0.00

Total Amount: \$200.00

Deputy: KATIEM Receipt Type: CHK

Template:

Comments:

SPECIAL EVENT RESQUEST FROM CAROL FINDLEY, RSVP AND VOLUNTEER CENTER OF KITTITAS COUNTY CSR 20

<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: KATIE MAHONY