

KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

Kirk Holmes, Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Public Works (Ryan Berge)

DATE: 3/2/12

SUBJECT: CWU Cycling Collegiate Stag

I have reviewed all of the information regarding the CWU Cycling Collegiate Stage Race which is scheduled for April 12th and 14th 2012. I do not foresee any problems on our part that could arise. For that I recommend approving the event.

I do realize that the following is listed in the packet, but I would like to stress the fact that the signing for road closure, Flaggers, and the advertising for the closure will be the responsibility of event crew.

Ryan Berge
Road Forman
Public Works



Memo

To: Kittitas County Board of County Commissioners

From: Kittitas County Public Health Department, James Rivard Environmental Supervisor

Date: February 27, 2011

RE: 2012 CWU Cycling Collegiate Stage Race Event Application

If the information stated in the application submitted by the organized event "CWU Cycling Collegiate Stage Race" is true and accurate then the applicant, CWU University Recreation Center, has at this time met all the requirements of the Kittitas County Public Health Department including:

- Food Service
- Bathroom Facilities
- Garbage Disposal

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
Mandy Robinson, Clerk for the Kittitas County Commissioners Office
Maria Canfield, Kittitas County Public Health Department

Mandy Robinson

From: Jerry V. Pettit
Sent: Thursday, February 16, 2012 9:54 AM
To: Mandy Robinson
Subject: RE: Event Permit Request- Review Please

Ok by me.

From: Mandy Robinson
Sent: Thursday, February 16, 2012 9:42 AM
To: Kirk Holmes; Kelly Carlson; Ryan Berge; Chuck Reed; Patti Johnson; Reno Allphin; Gene Dana; Clayton Myers; Jerry V. Pettit; Maria Canfield; James Rivard; Brenda Larsen
Cc: Alan Crankovich; Obie OBrien; Paul Jewell; Julie Kjorsvik
Subject: Event Permit Request- Review Please

Good Morning,

Our office received a Special Event application to hold the CWU Cycling Collegiate Stage Race on April 14, 2012.

I will be placing this request on the March 20, 2012 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than March 13, 2012 at noon. If there are still outstanding issues, please indicate those in writing too. For specific questions regarding the event I would ask that you contact the applicant directly.

Thank you and have a great day!

Mandy Robinson
Deputy Clerk of the Board

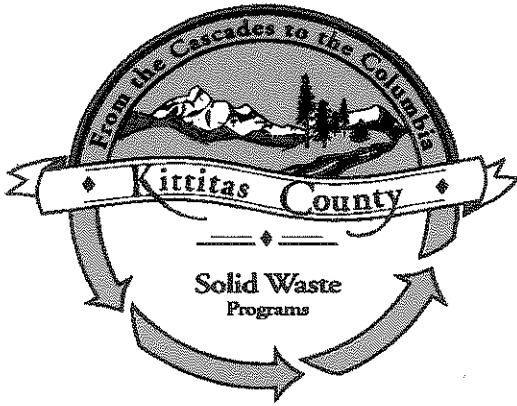
Kittitas County Commissioners Office
205 West Fifth Street Suite #108
Ellensburg, WA 98926
509-962-7508 Phone
509-962-7679 Fax
mandy.robinson@co.kittitas.wa.us
<http://www.co.kittitas.wa.us/>

"Do not go where the path may lead, go instead where there is no path and leave a trail." Ralph Waldo Emerson

From: boccc@co.kittitas.wa.us [mailto:boccc@co.kittitas.wa.us]
Sent: Thursday, February 16, 2012 2:27 AM
To: Mandy Robinson
Subject: Message from 60BW-1

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message id: 38eb45916c6dcbdac24bb8719d004a14



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7070

Fax: (509) 962-7087

February 17, 2012

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 CWU Cycling Collegiate Stage Race 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,

Reno L Allphin
Solid Waste Specialist
Kittitas County Solid Waste

RECEIVED

FEB 23 2012

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



KITTITAS COUNTY FIRE MARSHAL'S OFFICE

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

Office (509) 962-7657 Fax (509) 962-7682

March 7, 2012

Board of County Commissioners
205 W. 5th Street
Ellensburg, WA 98926

Re: CWU Cycling Collegiate State Race

To Whom it May Concern:

In regard to the above mentioned project, I have the following comments:

- 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 IFC is to provide a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions. If you have further comments or questions, please do not hesitate to contact me at 509-962-7000.

Sincerely,

Brenda Larsen
Kittitas County Fire Marshal

Mandy Robinson

From: mandy.robinson@co.kittitas.wa.us
Sent: Wednesday, March 07, 2012 11:48 AM
To: Neil Caulkins
Cc: Mandy Robinson; Angela Bugni; Carolyn Denton
Subject: 16328 | Closed Neil Caulkins prSR | Status was changed from to Cl...

Event Request- Need Ins. Reviewed

From: Mandy Robinson
For: Neil Caulkins
Needed: Date 3/13/2012 12:00pm
Task: Status was changed from to Closed.
Neil Caulkins 3/7/2012 11:47:43 AM

Neil, Please review this Application's Insurance to see if it is acceptable. Let me know if i need to contact the applicant for any changes or additions. THANK YOU!
Mandy Robinson CO 2/27/2012 8:19:45 AM

Carolyn Denton reassigned TT to Neil Caulkins.
Due time was set to 12:00pm.
Category was set to Commissioners.
Carolyn Denton 2/27/2012 8:29:16 AM

Resolution: ins. is fine.
Neil Caulkins 3/7/2012 11:47:43 AM

File(s) [View file\(s\)...](#)
uploaded:
Status: Closed

[Update this request](#)



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 14, 2012

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

Re: Event Application – CWU Cycling Collegiate Stage Race
April 14, 2012

Dear Board of County Commissioners:

I have reviewed the application for the CWU Cycling race and have no concerns provided the planned off duty deputy is utilized as indicated in the plan. (As of this date I have not been contacted to coordinate this resource).

Sincerely,

A handwritten signature in black ink, appearing to be "Gene Dana", written over a horizontal line.

Gene Dana,
Sheriff

Mandy Robinson

From: Gene Dana
Sent: Wednesday, March 14, 2012 4:41 PM
To: Mandy Robinson
Cc: Kim Dawson
Subject: FW: Follow up on event-- DRAFT
Attachments: CWU Cycling.pdf

Importance: High

Sorry, mixed this up with the other Cycling race coming up.

Dear BOCC<

I have reviewed the application for the CWU Cycling race and have no concerns provided the planned off duty deputy is utilized as indicated in the plan. (As of this date I have not been contacted to coordinate this resource)

From: Mandy Robinson
Sent: Wednesday, March 14, 2012 3:01 PM
To: Gene Dana
Subject: FW: Follow up on event
Importance: High

See below... and please let me know. Thank you!

*Mandy Robinson
Deputy Clerk of the Board*

*Kittitas County Commissioners Office
205 West Fifth Street Suite #108
Ellensburg, WA 98926
509-962-7508 Phone
509-962-7679 Fax
mandy.robinson@co.kittitas.wa.us
<http://www.co.kittitas.wa.us/>*

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From: Mandy Robinson
Sent: Tuesday, March 06, 2012 4:45 PM
To: Gene Dana; Brenda Larsen
Subject: Follow up on event
Importance: High

Good Afternoon,

Just sending a reminder as there have been so many applications recently for Special Events. I have heard from the other departments and since there were so many I thought I would send this as a follow up to you in hopes you could do your review and report back so I can process them accordingly.

Let me know if you have any questions and again THANK YOU!

And after this one there is only the new one I sent today for review for the Sand and Sage Sports Car Club Autocross application. Hopefully these will start settling down now. ☺

Mandy Robinson
Deputy Clerk of the Board

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