

KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

Kirk Holmes, Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Road Forman (Ryan Berge)

DATE: 03/13/12

SUBJECT: Sand and Sage Sports Car Club Autocross

I have reviewed all of the information regarding the Sand and Sage Sports Car Club Autocross which is scheduled for May 5th and 6th 2012. I do not foresee any problems on our part that could arise. Just to clarify all of the signing for the road closure, flaggers, and advertising for the closure will be the responsibility of the event crew.

I recommend approving this event based on the following criteria:

- 1) Local advertisement in the Daily Record, Radio, and physical posting two weeks in advance to inform the traveling public of the upcoming event in order to give them the choice to plan a different route during this time period.

Ryan Berge
Public Works



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 – Sand & Sage Sports Car Club Autocross
On May 5th & 6th 2012

Dear Board of County Commissioners:

I have reviewed the request for the Sand & Sage Sports Car Club Autocross event scheduled at the airport. It appears all traffic control and parking will be handled by the event coordinators. The additional street closures they have requested will require additional personnel to man those closures or there will be problems. Since this is a skill course and not a high speed race, EMS will probably not be needed.

Providing the event coordinators have sufficient traffic control and communications with the airport officials (and airplanes), this event should have no impact on law enforcement.

Sincerely,

A handwritten signature in black ink that reads "Gene Dana".

Gene Dana,
Sheriff

Mandy Robinson

From: Gene Dana
Sent: Wednesday, March 14, 2012 11:54 AM
To: Mandy Robinson
Cc: Kim Dawson
Subject: RE: Event Permit Request- Please review

I will follow up with a letter today.

I have reviewed the request for the Auto Cross event scheduled at the airport. It appears all traffic control and parking will be handled by the event coordinators. The additional street closures they have requested will require additional personnel to man those closures or there will be problems. Since this is a skill course and not a high speed race, EMS will probably not be needed.

Providing the event coordinators have sufficient traffic control and communications with the airport officials (and airplanes), this event should have no impact on law enforcement.

Sheriff Gene Dana

From: Mandy Robinson
Sent: Wednesday, March 14, 2012 11:30 AM
To: Gene Dana
Subject: FW: Event Permit Request- Please review

Hi Gene... Can you review this and let me know? Its due today. Thanks!

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: Mandy Robinson
Sent: Tuesday, March 06, 2012 4:35 PM
To: Kirk Holmes; Kelly Carlson; Ryan Berge; Chuck Reed; Patti Johnson (patti.johnson@co.kittitas.wa.us); 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: RE: Event Permit Reqeust- Please review

Try this again.... So sorry

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Cc: Alan Crankovich; Obie OBrien; Paul Jewell; Julie Kjorsvik
Subject: Event Permit Reqeust- Please review
Importance: High

Good Afternoon,

Our office received a Special Event application to hold the Sand & Sage Sports Car Club Autocross on May 5th and 6th with a set up on May 4th, 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 as well. For specific questions regarding the event I would ask that you contact the applicant directly.

Thank you!

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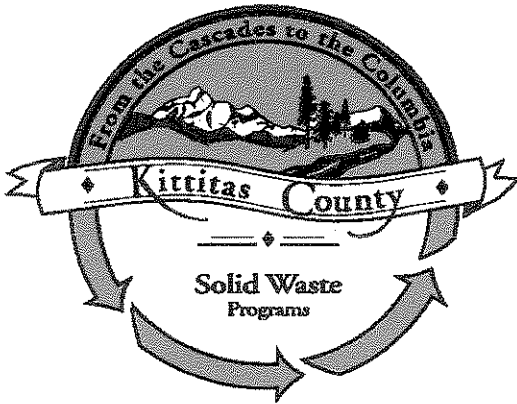
mandy.robinson@co.kittitas.wa.us

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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

March 7, 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 changes for the Sand and Sage Car Club Autocross event. The changes are acceptable to Kittitas County Solid Waste.

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

Thank you.

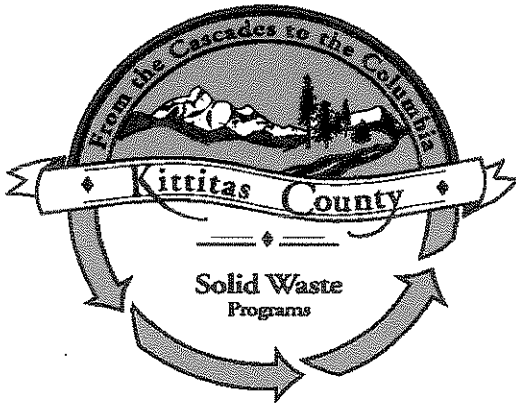
Cordially,

Reno L. Allphin
Solid Waste Specialist
Kittitas County Solid Waste

RECEIVED

MAR 13 2012

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



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7070

Fax: (509) 962-7087

March 7, 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 Sand and Sage Car Club Autocross 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

MAR 13 2012

1st _____ 2nd _____ 3rd _____

KITTITAS COUNTY BOARD OF COMMISSIONERS

Mandy Robinson

From: Jerry V. Pettit
Sent: Tuesday, March 13, 2012 8:16 AM
To: Mandy Robinson
Subject: RE: Event Permit Request- Please review

I don't have a problem with it.

From: Mandy Robinson
Sent: Monday, March 12, 2012 12:32 PM
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: RE: Event Permit Request- Please review

Please accept and review this additional request from the Sand & Sage Sports Car Club Autocross.

*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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Try this again.... So sorry

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message id: 38eb45916c6dcbdac24bb8719d004a14

Mandy Robinson

From: Brenda Larsen
Sent: Monday, March 12, 2012 2:37 PM
To: Mandy Robinson
Subject: RE: Event Permit Request- Please review

Hi there! Happy Monday!

I have no issues with the additional request...

Brenda Larsen
Kittitas County Fire Marshal
509-962-7000

From: Mandy Robinson
Sent: Monday, March 12, 2012 12:32 PM
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: RE: Event Permit Request- Please review

Please accept and review this additional request from the Sand & Sage Sports Car Club Autocross.

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Try this again.... So sorry

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message id: 38eb45916c6dcbdac24bb8719d004a14

Mandy Robinson

From: James Rivard
Sent: Monday, March 12, 2012 1:26 PM
To: Mandy Robinson
Subject: RE: Event Permit Request- Please review

Public Health does not have any issues with that.

James Rivard

Environmental Health Supervisor
Kittitas County Public Health Department
507 N. Nanum St., Suite 102
Ellensburg, WA 98926
(509) 962-7005

From: Mandy Robinson
Sent: Monday, March 12, 2012 12:32 PM
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message id: 38eb45916c6dcbdac24bb8719d004a14

Mandy Robinson

From: Mandy Robinson
Sent: Friday, March 09, 2012 11:42 AM
To: 'lawrence@racefam.com'
Cc: Neil Caulkins
Subject: Kittitas County - Event Application

Importance: High

Good Morning,

I am following up with you as your wife asked me to do when she brought in the Event Application (March 6, 2012) for the Sand and Sage Sports Car Club Autocross. As I explained to her I am happy to try and push the application forward however the Kittitas County Prosecuting Attorney will not sign off on an event until a certificate of liability insurance is provided. Your event is currently tentatively set for 3/20/2012 to be considered by the Board of County Commissioners. However they will not approve the event until the Prosecutor has signed off on the event and as I explained they will not approve it without sufficient insurance. I am CC'ing our Prosecutor on this e-mail so he is aware contact has been made in an attempt to notify you of the status of the application. If you have further questions please don't hesitate to call our office or the Prosecutors office, I have provided those numbers below.

Thank you and have a great weekend. ☺

Commissioners Office 962-7508 (Julie or Mandy)
Prosecutor Office 962-7520 (Neil Caulkins)

*Mandy Robinson
Deputy Clerk of the Board*

*Kittitas County Commissioners Office
205 West Fifth Street Suite #108
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<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

Tracking:

Recipient

'lawrence@racefam.com'

Neil Caulkins

Delivery

Delivered: 3/9/2012 11:42 AM

Mandy Robinson

From: Jerry V. Pettit
Sent: Thursday, March 08, 2012 10:22 AM
To: Mandy Robinson
Subject: RE: Event Permit Reqeust- Please review

I am good with this.

From: Mandy Robinson
Sent: Tuesday, March 06, 2012 4:35 PM
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
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Thank you!

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Memo

To: Kittitas County Board of County Commissioners

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

Date: March 7, 2012

RE: 2012 The Sand and Sage Sports Car Club Autocross Event Application

If the information stated in the application submitted by the organized event "The Sand and Sage Sports Car Club Autocross" is true and accurate then the applicant, Lawrence Danton, 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



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: Sand and Sage Autocross

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: Thursday, March 15, 2012 1:28 PM
To: Neil Caulkins
Cc: Mandy Robinson; Angela Bugni; Carolyn Denton
Subject: 16390 | Closed Neil Caulkins prSR | Status was changed from to Cl...

Sand and Sage Sports Car Club Autocross

From: Mandy Robinson
For: Neil Caulkins
Needed: Date 3/13/2012 5:00pm
Task: Status was changed from to Closed.
Neil Caulkins 3/15/2012 1:27:57 PM

Neil Please review the attached event request application. Let me know if you need additional information etc.
Mandy Robinson CO 3/6/2012 4:41:01 PM

Carolyn Denton reassigned TT to Neil Caulkins.
Category was set to Commissioners.
Carolyn Denton 3/7/2012 8:04:33 AM

Resolution: Seems fine
Neil Caulkins 3/15/2012 1:27:57 PM

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

[Update this request](#)