



To Protect and Promote the Health and the Environment of the People of Kittitas County

MEMORANDUM

TO: Kittitas County Board of County Commissioners

FROM: James Rivard, Kittitas County Environmental Health Supervisor

DATE: June 14, 2012

SUBJECT: Swiftwater Cellars Hosts Trace Adkins Event Application

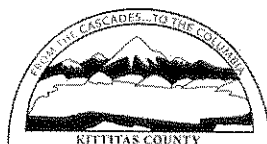
The Swiftwater Cellars Hosts Trace Adkins Event applicant, Bjorn Gjerde, has obtained a temporary food permit for the date of the event and has been informed of WAC 246-374 that provides sanitation guidelines for Outdoor Music Festivals and the number of recommended toilet facilities.

The applicant has been informed that KCPHD staff time beyond 2.1 hours per fee health department schedule calculations for a temporary food event permit application must be billed at a hourly rate of \$80.00 to recover the cost of services provided. The applicant has also been informed that if special passes are required for entry by staff that KCPHD receive at least 2 passes at least 2 weeks in advance of the event. KCPHD has also requested that contact information for the person(s) in charge of the event be available in case KCPHD staff needs to contact someone in charge during the event to protect public health.

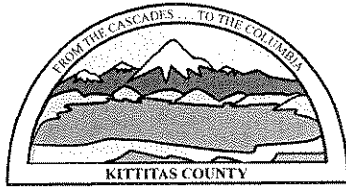
If the information stated in the application submitted is true and accurate, and the applicant follows through, then I do not at this time foresee any issue arising that would otherwise cause or prevent such an event from successfully being held at Swiftwater Cellars.

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

CC: Kittitas County Board of Commissioners
Julie Kjorsvik, Kittitas County Board of Commissioners Clerk
Mandy Robinson, Kittitas County Board of Commissioners Deputy Clerk
Maria Canfield, Kittitas County Public Health Administrator



507 N. Nanum St. Suite. 102 · Ellensburg, WA 98926
T: 509.962.7515 · F: 509.962.7581
www.co.kittitas.wa.us/health/



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Board of County Commissioners

CC:

FROM: Chuck Reed (Road Foreman)

DATE: June 13, 2012

SUBJECT: Swift Water cellar Trace Adkins Event application

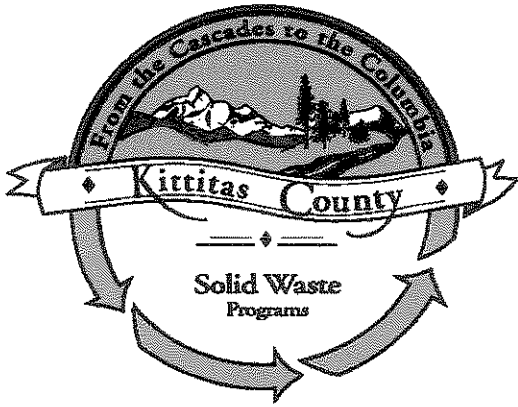
I have reviewed the special permit application from Bjorn Gjerde, the coordinator of the Swift Water Cellar Trace Adkins Concert event which is schedule for Aug 17 2012 from 5:30 PM to 10:00 PM at the Swift water Cellar facility within the Suncadia resort.

I recommend approving this event on the basis all road concerns have been adequately addressed within this application.

- 1) There will be no road closures
- 2) Traffic control plan and personnel will be in place
- 3) Additional offsite parking and shuttle buses

I do not foresee any negative impacts to County roads or Public safety.

Chuck Reed
Road Foreman
Public Works



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

June 11,, 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 Swift Water Cellars host Trace Adkins 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,

A handwritten signature in black ink, appearing to read "Reno L. Allphin", followed by a long horizontal line extending to the right.

Reno L. Allphin
Solid Waste Specialist
Kittitas County Solid Waste



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

June 6, 2012

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

Re: Special Event Application –Swiftwater Cellars Hosts Trace Adkins
on August 17, 2012.

Dear Board of County Commissioners:

I have reviewed the application for Swiftwater Cellars Hosts Trace Adkins on August 17, 2012. The event should have little impact on our operations.

I recommend approving the event application.

Sincerely,

A handwritten signature in black ink, appearing to be "GD" followed by a long horizontal stroke.

Gene Dana,
Sheriff

Mandy Robinson

From: Jerry V. Pettit
Sent: Wednesday, June 06, 2012 9:27 AM
To: Mandy Robinson; Chuck Reed; Ryan Berge; Kirk Holmes; Kelly Carlson; Brenda Larsen; James Rivard; Maria Canfield; Patti Johnson; Reno Allphin; Gene Dana; Clayton Myers; Deanna J. Panattoni
Cc: Alan Crankovich; Obie OBrien; Paul Jewell; Julie Kjorsvik
Subject: RE: Event Permit Request- Please Review

Yes.

From: Mandy Robinson
Sent: Tuesday, June 05, 2012 2:52 PM
To: Chuck Reed; Ryan Berge; Kirk Holmes; Kelly Carlson; Brenda Larsen; James Rivard; Maria Canfield; Patti Johnson; Reno Allphin; Gene Dana; Clayton Myers; Jerry V. Pettit; Deanna J. Panattoni
Cc: Alan Crankovich; Obie OBrien; Paul Jewell; Julie Kjorsvik
Subject: Event Permit Request- Please Review
Importance: High

Good Afternoon,

Our office received a Special Event application to hold the Swiftwater Cellars Hosts Trace Adkins to be held on August 17, 2012.

I would like to place this request on the June 19, 2012 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than June 12, 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 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

Mandy Robinson

From: Brenda Larsen
Sent: Wednesday, June 06, 2012 8:15 AM
To: Mandy Robinson
Subject: RE: Event Permit Request- Please Review
Attachments: Swiftwater Cellars.doc

Hi sweetie!! Hey, I am attaching the original letter I had written for the Swiftwater Cellars concerts, as each concert is under one permit by my office....let me know if that doesn't work, ok?!?

*Brenda Larsen
Kittitas County Fire Marshal
509-962-7000*

From: Mandy Robinson
Sent: Tuesday, June 05, 2012 2:52 PM
To: Chuck Reed; Ryan Berge; Kirk Holmes; Kelly Carlson; Brenda Larsen; James Rivard; Maria Canfield; Patti Johnson; Reno Allphin; Gene Dana; Clayton Myers; Jerry V. Pettit; Deanna J. Panattoni
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*Mandy Robinson
Deputy Clerk of the Board*

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KITTITAS COUNTY FIRE MARSHAL'S OFFICE

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

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

June 4, 2012

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

Re: Swiftwater Cellars Concert

To Whom it May Concern:

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

- An event permit is required from the Fire Marshal's Office for this event.
- The seating is fixed seating arrangement, as is the stage. The egress points were discussed during the inspection, however to reiterated, there shall be two egress access points in the fencing, with a minimum opening of 6 feet.
- During my meeting with the applicant, they indicated that there were to be three events held this year. Because the seating and stage are fixed, they will only need to receive one event permit from my department which will suffice for all three events.

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