

Ellensburg Spring

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APR 20 2015



Kittitas County, Washington

**BOARD OF COUNTY COMMISSIONERS**  
KITKITAS COUNTY BOARD OF COMMISSIONERS

## EVENT APPLICATION PROCESS

1. Submit a completed Event Application and materials to the Kittitas County Commissioners Office **at least 60 days prior** to the event. There are several departments who review the Event Applications and make their determination based upon the application, written plans and documentation that has been provided. Please note that additional permits may be required in addition from individual departments including: the Fire Marshal, Public Health, Environmental Health, Community Development Services, and the Public Works Department.
2. Once a special event has been approved by the County Commissioners, the site and facilities may need to be inspected by County officials (including but not be limited to the Fire Marshal, Sheriff's Department, and Public Health Department) up to five days in advance prior to opening to the general public. This is to ensure that you are complying with the stated plans upon which the approval was made. If you fail to comply with those requirements, your permit may be revoked and the event closed.
3. Depending upon the nature and scope of the proposed event, other permits may be required as determined through the application process (liquor license, etc.). Some events may require approval from other agencies or jurisdictions.
4. Permittee covenants and agrees to indemnify, defend and hold harmless the County, its officers, agents and employees from any and all claims actions, damages, liability, cost and expense, including reasonable attorney fees in connection with or occasioned, in whole or in part by any act or omission of Permittee, its officers, agents, employees, customers or licenses, or arising from or out of Permittee's failure to comply with any provision of the Event Permit granted as a result of this application, regardless of whether it is alleged or proven that the acts or omissions of the County, its officers, agents or employees caused or contributed hereto.
5. **Insurance Requirement:** A Certificate of Insurance specifically naming "Kittitas County" as an additional insured in the minimum amount of \$1,000,000.00 per occurrence and a \$2,000,000.00 aggregate coverage must be included with the Event Application. The County Prosecutor's office may require a greater amount if it is determined to be necessary for the proposed event.
6. Written statements signed by the applicant and property owner allowing permission to enter the event site for inspections and stating responsibility for the event and compliance with the codes **is required** as part of the written documentation to be submitted at the time of application.
7. Before applying for an event it is encouraged that you schedule a time to meet with County departments so they may assist with questions you may have prior to submitting your application.

## Kittitas County Contact Information

[www.co.kittitas.wa.us](http://www.co.kittitas.wa.us)

Board of County Commissioners – (509) 962-7508

Community Development Services – (509) 962-7506

Environmental Health – (509) 962-7698

Fire Marshal – (509) 962-7000

Prosecutor – (509) 962-7520

Public Health – (509) 962-7515

Public Works Department – (509) 962-7523

Sheriff's Office – (509) 962-7525

Solid Waste Department – (509) 962-7542



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 and Carey Lake 5K Run

Date(s) of event: July 25, 2015

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: this is the 7th year

Estimated attendance: 200-250

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

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. BuDu Racing, LLC (address is the same)

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.

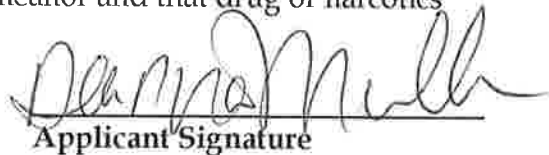
### SWORN STATEMENT OF COMPLIANCE

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



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

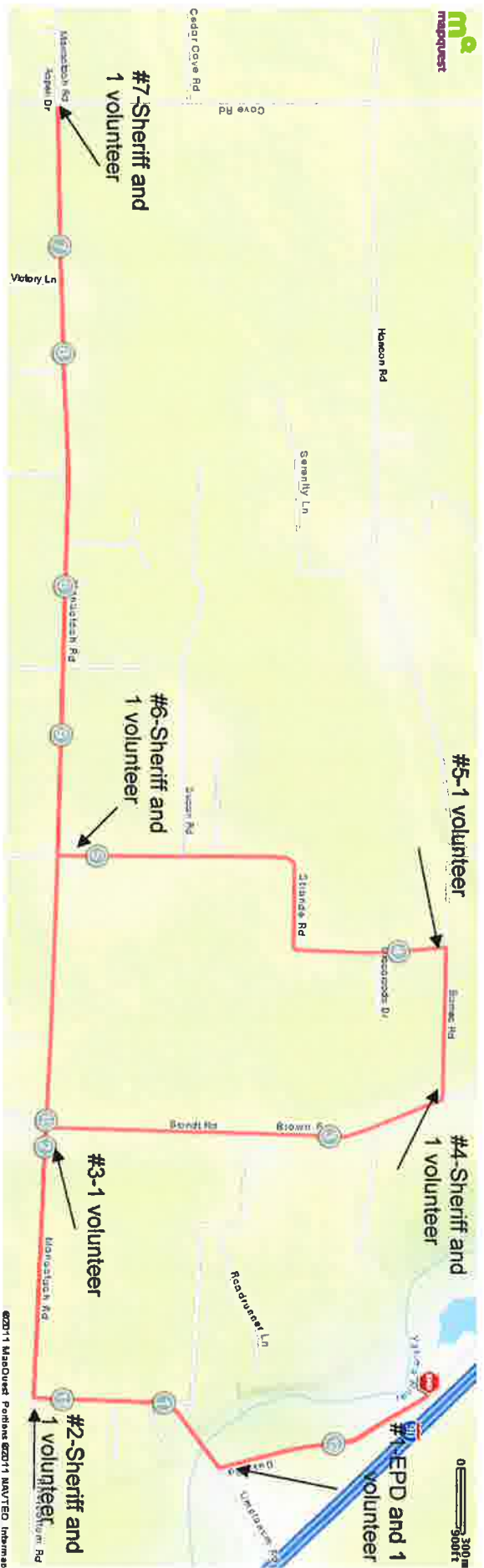
If no, you must request a letter in writing to the Board of County Commissioners requesting a waiver to the Penal Bond - Bond of Indemnity and outline the specific reasons why it should not be required of your event.

### **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





# CERTIFICATE OF INSURANCE

DATE: 2/18/2015

CERTIFICATE NUMBER: 20150217315612

**AGENCY:**

ESIX 3 LLC  
d/b/a Entertainment & Sports Insurance eXperts (ESIX)  
d/b/a Entertainment and Sports Insurance Agency (California)  
2727 Paces Ferry Road, Building Two, Suite 1500  
Atlanta, GA 30339  
678-324-3300 (Telephone)  
678-324-3303 (Facsimile)

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 of Colorado  
5825 Delmonico Drive  
Colorado Springs CO 80919-2401

DEANNA MULLER

**INSURERS AFFORDING COVERAGE:**

INSURER A: Everest National Insurance Company  
INSURER B: Everest National Insurance Company

**EVENT INFORMATION:**

Whisky Dick Triathlon &amp; Ellensburg Sprint Tri (7/25/2015 - 7/26/2015)

**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:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	SI8ML00212-141	12/1/2014 12:01 AM	12/1/2015 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$2,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	SI8EX00179-141	12/1/2014 12:01 AM	12/1/2015 12:01 AM	AGGREGATE \$10,000,000
					EACH OCCURRENCE \$10,000,000

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

Coverage applies to the USA Triathlon sanctioned or approved event specified on this certificate.

The certificate holder is an additional insured as per form ECG20600: Additional Insured - Automatic Status When Required in a Written Agreement.

The General Liability policy is primary as per Form CG0001.

The General Liability policy contains a Waiver of Subrogation provision as required by written agreement per Form ECG24522.

**CERTIFICATE HOLDER:**

Kititas County, It's Officers, Officials, Employees  
205 W 5th Ave  
Ellensburg WA 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:**



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### Ellensburg Carey Lake 5K Run

[View Event Calendar](#)



F.A.Q.

**Event:** Ellensburg Carey Lake 5K Run

**Where:** Irene Rhinehart Riverfront Park

**When:** Saturday - July 25th, 2015

**Registration:** Opens at 6:30am

**Race starts at:** 8:00am

**Online** [Register Here](#)

**Registration:**

**Directions:** [Google Maps to Irene Rhinehart Riverfront Park](#)

#### Course

**Description:** [About this Event:](#)

Come run in the trails at Irene Rhinehart Park and enjoy the beauty of Carey Lake, on this traffic free course, that starts along the dyke entrance road to the park, through wooded trails beside the beautiful Yakima River, around the circumference of the lake, finishing in the lush greenery of the park.

#### Course

mapmyfitness



[5K Course Map](#)

**What do I get with my registration fee?**

- Cotton Event T-Shirt (no guarantee of receiving a t-shirt if you register after July 16)
- Quick results - posted on site!
- Post event food, which typically consists of:



Breads and bakery products

- Fresh Fruit

- Top Three Finishers (male and female), may break down to age group based on registrations
- Lots and lots of great prizes from our sponsors - handed out during the awards ceremony! (Can't win unless present - your name MAY be called!)

### Registration Information

Early Bird Pricing (ends **TWO** weeks prior to the event). Make sure and get this great price!

Regular Pricing goes into effect on **July 13, 2015 at 12:10am**

Online registration will close at **12:10AM on July 24, 2015**

- Registration may be available after this date, please check closer to event date for more information.
- An additional fee will be charged for onsite registration.

### Registration Prices

	Early Bird Pricing Until July 12	Regular Pricing Beginning July 13	After Online Registration Closes
5K	\$25	\$30	\$35

This is the base price and does not include the sales tax or the online registration fee.

### Refund Policy

- BuDu Racing, LLC will allow a refund up to one month prior to the event (the online registration fee is not refundable).
- Up to two weeks prior to the event, a transfer to another BuDu Racing, LLC event is allowed, but NO refunds. There will be a \$5 fee that the participant will be responsible for when transferring to another event.
- The week of the event, there are NO refunds or transfers.
- If you need to request a refund or transfer, please email [info@BuDuRacing.com](mailto:info@BuDuRacing.com)

### Event Information

- Standard Categories:
  - Top Three Finishers (male and female), may break down to age group based on registrations

### Event Schedule

Early in the week prior to the event, you should receive a confirmation email that lists your bib number and registration information.

### Packet Pick-Up

Friday: 2 pm to 6 pm (At Mountain High Sports , 105 East 4th Avenue, Ellensburg, WA)

Saturday: 6:30 am to 7:30 am (At Irene Rhinehart Riverfront Park )

### Start Times:

At 8:00 am

### Course Closure:

Course will close at 10:30 am. Course marshalling and official timing will stop at this time.

### Event Shirts


BuDu Racing, LLC is pleased to announce that participants receive an event shirt (logo will be posted soon). **Shirts ordered after July 16th are not guaranteed.** We may have a small supply of shirts available on event day, on a first come first serve basis.

### Local Support and Lodging

<u>Mountain High Sports</u>	105 E 4th Ave, Ellensburg, Washington 98926 (509) 925-4626
<u>ReCycle Shop</u>	415 N. Main, Ellensburg, WA 98926 (509) 925-3326
<u>Outdoor Pursuits and Rentals</u>	400 E. University Way Ellensburg, WA 98926-7448 Phone: (509) 963-3537

e-mail: [outdoorpursuits@cwu.edu](mailto:outdoorpursuits@cwu.edu)

#### Local Lodging:

<b>Lodging:</b>		1620 Canyon Road, Ellensburg, 98926 509-962-9400 PLEASE NOTE: This weekend is the Jazz Festival in Ellensburg, so the hotels will fill up quickly. If you do not plan ahead, you may not be able to secure a convenient hotel room.
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#### Jazz in the Valley

There is a lot going on in Ellensburg during Jazz in the Valley. For more information about this FUN weekend, go to: [Jazz in the Valley](#)

#### Current Weather:

[Ellensburg, WA](#)

[Get the 10 day forecast](#)

[Severe Weather](#)  
[Airport Delays](#)  
[Beach Conditions](#)  
[Pollen Reports](#)

 **44 °F**  
Fair  
Feels Like: 44°F  
Humidity: 54%  
Wind: SSE at 4 mph  
Enter city/zip 

[Keeping an eye on the Tropics](#)

Add to Your Calendar: [Import a vCalendar File](#)

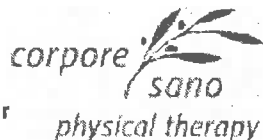
#### Please Be Sure To Thank Our Event Sponsors



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### Ellensburg Sprint Triathlon

[View Event Calendar](#)



F.A.Q.

**Event:** Ellensburg Sprint Triathlon

**Where:** Irene Rinehart Riverfront Park

**When:** Saturday - July 25th, 2015

**Race starts at:**

**Online** [Register Here](#)

**Registration:**

**Directions:** From I-90 – Take the Canyon Road Exit, (109) toward Ellensburg (North). Turn Left onto E Umptanum Road, watch for park sign on the Right (about 1 mile out). The map link takes you to a cross road just beyond the park. The park is NOT located on Brown Road.

[Google Maps to Irene Rinehart Riverfront Park](#)

**Course**

**Description:** BuDu Racing, LLC Charity of Choice: JDRF!



BuDu Racing, LLC is proud to pledge a portion of the registration fees to support the Juvenile Diabetes Research Foundation (JDRF). The mission of JDRF is to find a cure for diabetes and its complications through the support of research. Type 1 diabetes is an autoimmune disease that strikes children and adults suddenly, and can be fatal. Until a cure is found, people with type 1 diabetes have to test their blood sugar and give themselves insulin, every day of their lives. And even with that intensive care, insulin is not a cure for diabetes, nor does it prevent its eventual and devastating complications, which may include kidney failure, blindness, heart disease, stroke, and amputation.

#### Online Registration:

For more event information and online registration, please go to the following link:



#### About this Event:

Come to Ellensburg for this sprint Triathlon. The swim will be a local park, just off of I-90. The bike course follows the local roads in a residential and farming area. The run will be on trail and road. Make a weekend of it, enjoy the Jazz Festival and watch or participate in the Whisky Dick Triathlon or the Iron Horse Half Marathon and 10K on Sunday.

#### Course

SWIM	BIKE	RUN
<u>0.25 Miles</u>	<u>12.3 Miles</u>	<u>2.7 Miles</u> (Mainly Trail)

#### What do I get with my Registration Fee?

- Quick results - posted on site!
- Finishers Medals for each participant
- Post event food, which typically consists of:





◦ Bimbo Bakeries USA Breads and bakery products

◦ fresbar

- Meats and cheeses
- Peanut Butter & Jelly, and Nutella
- Fresh Fruit

- Top Finisher, Division and Age Group Awards
- Lots and lots of great prizes from our sponsors - handed out during the awards ceremony! (Can't win unless present - your name MAY be called!)
- Last and certainly NOT LEAST: Each participant receives a digital copy of a photo, of yourself while competing in the event. (You will be able to select a photo of your choice)

### Registration Information

NON-USA Triathlon Members: A fee will be added to registration costs, to cover the cost of a one-day USA Triathlon license for every participant. (Youth, ages 17 and under, will be required to have a USAT annual membership.)

Early Bird Pricing (ends two weeks prior to the event). Make sure and get this great price!

Regular Pricing begins July 13, 2015 at 12:10am

Online registration will close at 12:10am on July 24, 2015

- Registration may be available after this date, please check closer to event date for more information.
- *An additional fee will be charged for onsite registration.*

### Registration Prices

	Early Bird Pricing until July 12	Regular Pricing Begins July 13	After Online Registration Closes
Sprint-Age Group or Clydesdale/Athena	\$65	\$75	\$80
Sprint-Relay (2 Person)	\$85	\$95	\$105
Sprint-Relay(3 Person)	\$95	\$105	\$115

**This is the base price and does not include the USA Triathlon fee (if applicable), sales tax, or the online registration fee.**

### Refund Policy

- BuDu Racing, LLC will allow a refund up to one month prior to the event (the online registration fee is not refundable).
- Up to two weeks prior to the event, a transfer to another BuDu Racing, LLC event is allowed, but NO refunds. There will be a \$5 fee that the participant will be responsible for when transferring to another event.
- The week of the event, there are NO refunds or transfers.
- If you need to request a refund or transfer, please email [info@BuDuRacing.com](mailto:info@BuDuRacing.com)

### Event Information

- Event is USA Triathlon Sanctioned (For information about an annual USAT membership - [go here!](#))
- Standard USA Triathlon Categories:
  - Age Groups: under 19, 20-24, 25-29, 30-34...65-69, 70 & over
  - Athena/Clydesdale (women >165lbs, men >220lbs)
  - Relays
- USA Triathlon Rules enforced. **This includes wearing a HELMET at ALL times when on your bike.** No headsets are allowed on course.

### Event Schedule

Early in the week prior to the event, you should receive a confirmation email that lists your bib number and registration information. You are strongly encouraged, but not required, to pick-up your packet on Friday evening.

#### Packet Pick-Up :

Friday: 3 pm to 6 pm (At Mountain High Sports , 105 East 4th Avenue, Ellensburg, WA)

Saturday: 6:30 am to 7:30 am (At Irene Rhinehart Riverfront Park )

Start Time:

At 8:00 am

Course Closure:

Course will close at 11 am. Course marshalling and official timing will stop at this time.

**Event Shirts**

BuDu Racing, LLC is pleased to announce that participants will have the opportunity to purchase an event shirt (logo will be posted soon). You will need to order the shirt when you register online. Shirts will not be available for purchase after **July 16th**. We may have a small supply of shirts for purchase on event day, on a first come first serve basis.



**Wetsuit:**

For those wanting to purchase a wetsuit, we recommend [Promotion Wetsuits](#) and to rent a wetsuit, we recommend [WetsuitRental.com](#). Water temperatures vary greatly from event to event, and year to year, and it is hard to estimate the temperature, until a measurement is taken. A wetsuit offers additional flotation which can improve your swim performance, helping you have more to give on the bike and run. [WetsuitRental.com](#) is able to offer next day delivery for participants in Washington and Oregon. To guarantee availability of one of their well-fit, brand name triathlon wetsuits, they do recommend you order from their website ahead of time. The rental cost is \$45.00 and FedEx Ground shipping is only 1 day within WA state. You can direct questions to [kristina@wetsuitrental.com](mailto:kristina@wetsuitrental.com) or give them a call at 306-297-1818.

**Local Support and Lodging:**

<a href="#">Mountain High Sports</a>	105 E 4th Ave, Ellensburg, Washington 98926 (509) 925-4626
<a href="#">ReCycle Shop</a>	415 N. Main, Ellensburg, WA 98926 (509)925-3326
<a href="#">Outdoor Pursuits and Rentals</a>	400 E. University Way Ellensburg, WA, 98926-7448 Phone: (509) 963-3537 e-mail: <a href="mailto:outdoorpursuits@cwu.edu">outdoorpursuits@cwu.edu</a>
<a href="#">Holiday Inn Express</a>	1620 Canyon Road, Ellensburg, 98926 509-962-9400 PLEASE NOTE: This weekend is the Jazz Festival in Ellensburg, so the hotels will fill up quickly. If you do not plan ahead, you may not be able to secure a convenient hotel room.

**Current Weather:**

Ellensburg, WA

[Get the 10 day forecast](#)

[Severe Weather](#)  
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[Beach Conditions](#)  
[Pollen Reports](#)



44 °F

Fair

Feels Like: 44°F  
Humidity: 54%  
Wind: SSE at 4 mph

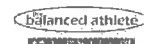
Enter city/zip



[Keeping an eye on the Tropics](#)

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Calendar:

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April 13, 2015

Kittitas County Commissioners  
Attn: Mandy Buchholz ([mandy.buchholz@co.kittitas.wa.us](mailto:mandy.buchholz@co.kittitas.wa.us))  
205 W 5th Ave. Room 110  
Ellensburg, WA 98926



Dear Mandy:

I am writing to you about the Ellensburg Triathlon Weekend. BuDu Racing, LLC values our partnership with Tami Walton, Craig Scrivner and Vince Nethery (Ellensburg Endurance Sports Association) to promote these events. The 31st Annual Whisky Dick Triathlon that is scheduled for Sunday, July 26, 2015, and includes the Iron Horse Half Marathon and 10K Run, utilizing mainly the same run course as the Whisky Dick Tri. The Ellensburg Sprint Triathlon and Carey Lakes 5K Run is scheduled for July 25, 2015. These events are on the same weekend as the Jazz in the Valley Festival.

A primary outcome of the Ellensburg Triathlon Weekend is the promotion of tourism in and businesses of Kittitas County.

Event Dates	
Saturday, July 25, 2015	Sunday, July 26, 2015
<ul style="list-style-type: none"><li>Ellensburg Sprint Triathlon</li><li>Carey Lake 5K Run</li></ul>	<ul style="list-style-type: none"><li>Whisky Dick Triathlon/Duathlon and, Starting at 8:30am at the Vantage Boat Launch</li><li>Iron Horse Half Marathon and 10K Runs</li></ul>
Both starting at 8am at Irene Rinehart Park	Half Marathon starting at 9:30am and the 10K at 9:50am-City Pool

Therefore, I formally request that Kittitas County permit us to hold the race again this year. The event, as per previous years requires use of the Kittitas County boat launch at Vantage for the swim to bike transition. As in the past, 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 Pfenning 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, I request that the County:

- Close the Kittitas County Boat launch at Vantage from 6:00 am until 10:30 am on Sunday
- Close the Vantage Highway from Vantage to No. 81 Road to through traffic (local traffic excepted) 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 the events completion. 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.
- I 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, and I request it be mowed before the event.

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 I receive from them each year:

- Water for aid stations will be from the city water supply, not an out-of-town well.
- There will be 4 port-o-lets at Memorial Park (finish) in addition to the restrooms at the pool.

In the past it was requested that I also include the following information in our letter:

- Penal Bond/Bond of Indemnity  
The bike portion of these events are held on the local roads and do not cause any damage to the these roads. I would like to request the board to grant a waiver to the Penal Bond requirement. Our team works hard to make sure any that area utilized by these events is left better than when the event started, and have not had any problems in years past with these events.
- Waiver to the County Noise Ordinance  
Since the event begins at 8 (Ellensburg Sprint), and 8:30 (Whisky Dick), I request the ability to use sound (bullhorn) as needed to ensure the safety of all participants.

RECEIVED

APR 20 2015

1st \_\_\_\_ 2nd \_\_\_\_ 3rd \_\_\_\_  
KITITAS COUNTY BOARD OF COMMISSIONERS

I thank you for your consideration. If you have any questions, or need more information, please do not hesitate to make contact with me by phone or email (see below). I ask that you respond by either standard mail or by email so that I can proceed accordingly and I thank you in anticipation.

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

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

**Special Event Application**  
**Ellensburg Sprint Triathlon – 07/25/2015**

Will the event obstruct, interfere or require the closure and free use of any public road, street or right-a-way? In addition, 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:

- Park Entrance and Umptanum (cyclists turn right coming out of the park and left coming back into the park)
- Corner of W Umptanum and Manastash Road
- Strande Rd and Manastash Road
- Turn around point at Manastash Rd and Cove 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. Will submit permit.

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.

We will have a recycle can available for participants, but we do not have much recycle that we bring, since we do not have plastic water bottles.

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

See attached.

## **Special Event Application**

### **Whisky Dick Triathlon – 7/26/15**

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?

As noted in the attached letter:

Road safety: This year, the course is different as we are taking the cyclist straight on Vantage Highway into Ellensburg. Block and Man Vantage Highway to all but "Official Whisky Dick Vehicles" (from 7:00 am – until all athletes are off the bike course (~11:30) - a trail vehicle will follow the last competitor) at:

- The boat ramp at Vantage
- The junction of Rd. 81 and Vantage Hwy
- The junction of Parke Creek and Vantage (prevent circumventing Rd.81 block)

We are truly appreciative of your past support and know that the athletes are as well. If you have any questions, or need more information, please do not hesitate to contact me. We ask that you formally respond to confirm the aforementioned details by either standard mail or by email and we thank you in anticipation.

Will there be off-site Parking?

Parking will be at the Fairgrounds and surrounding streets. With an estimated attendance of 250, this should be enough parking.

Will there be shuttle buses provide for attendees?

Triathletes will board a bus at the Fairgrounds and take it to the Vantage Boat Ramp, leaving at 6:45am.

Will there be tickets sold to attend the event?

Please see attached event flier.

Do you have an informational Flyer?

Please see attached.

Will there be food served?

We provide bagels, meats and cheese, peanut butter, jelly, muffins and fruit for participants. Will submit a Food Permit.

Do you have a plan for garbage and recycling?

Whisky Dick Triathlon

At Vantage we will have make sure that trash is picked up and disposed of in the garbage, but there will not be a large amount of trash at this spot. The water stations on the bike and run will have garbage bags and which will be brought to the fairgrounds, making sure to separate any recyclable items. We will request a small dumpster to have at the fairground near the finish. We will have a recycle can available for participants, but we do not have much recycle that we bring, since we do not have plastic water bottles.

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

See attached.



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

Cash Receipts

Receipt Number: 2015-2882 Date: 04/20/2015

Received From: MANDY BUCHHOLZ- DEPUTY CLERK OF THE BOARD-M

Check Amount: \$400.00

Cash Amount: \$0.00

Eft Amount: \$0.00

Total Amount: \$400.00

Deputy: TIFFANYR Receipt Type: CHK

Template:

Comments:

SPECIAL EVENT APPLICATION PERMIT FEES(S) FOR BUDU RACING LLC - ELLENSBURG SPRINT & WHISKEY DICK  
CSR 2015-2031

<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: TIFFANY RAY



<b>CERTIFICATE OF INSURANCE</b>		DATE: 5/5/2015	
		CERTIFICATE NUMBER: 20150420330237	
<b>AGENCY:</b>			
ESIX 3 LLC d/b/a Entertainment & Sports Insurance eXperts (ESIX) d/b/a Entertainment and Sports Insurance Agency (California) 2727 Paces Ferry Road, Building Two, Suite 1500 Atlanta, GA 30339 678-324-3300 (Telephone) 678-324-3303 (Facsimile)		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.	
<b>NAMED INSURED:</b>		<b>INSURERS AFFORDING COVERAGE:</b>	
USA Track & Field, Inc. 132 East Washington Street, Suite 800 Indianapolis IN 46204		BuDu Racing, LLC  INSURER A: Philadelphia Indemnity Ins. Co. INSURER B: Philadelphia Indemnity Ins. Co.	
<b>EVENT INFORMATION:</b>			
Carey Lakes 5K Run (7/25/2015 - 7/26/2015)			
<b>POLICY/COVERAGE INFORMATION:</b>			
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.			
<b>INS</b>	<b>TYPE OF INSURANCE:</b>	<b>POLICY NUMBER(S):</b>	<b>EFFECTIVE:</b>
<b>A</b>	<b>GENERAL LIABILITY</b>		
	<input checked="" type="checkbox"/> Occurrence <input checked="" type="checkbox"/> Participant Legal Liability	PHPK1241556	11/1/2014 12:01 AM
			11/1/2015 12:01 AM
			GENERAL AGGREGATE (Applies Per Event) \$3,000,000 EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000 MEDICAL EXPENSE (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 PRODUCTS-COMP/OP AGG \$3,000,000
<b>B</b>	<b>UMBRELLA/EXCESS LIABILITY</b>		
	<input checked="" type="checkbox"/> Occurrence	PHUB476653	11/1/2014 12:01 AM
			11/1/2015 12:01 AM
			AGGREGATE (Applies Per Event) \$10,000,000 EACH OCCURRENCE \$10,000,000
<b>DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:</b>			
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.			
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 Insureds per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)			
The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01).			
The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).			
<b>CERTIFICATE HOLDER:</b>		<b>NOTICE OF CANCELLATION:</b>	
Kitittas County, it's Officers, Officials, Employees 205 W 5th Ave, Room 110 Ellensburg WA 98926		Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.	
		<b>AUTHORIZED REPRESENTATIVE:</b>	
			



## Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

April 20, 2015

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 Sprint and Whisky Dick events. The event staff has a recycling and garbage plan that meets our satisfaction for the events.

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", is written over a horizontal line.

Reno L Allphin  
Solid Waste Specialist  
Kittitas County Solid Waste

## Mandy Buchholz

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**From:** no-reply\_ServiceRequests@co.kittitas.wa.us  
**Sent:** Monday, April 20, 2015 2:58 PM  
**To:** Mandy Buchholz  
**Subject:** Prosecutor Service Request | 29795 | Special Event Applications - Whisky Dick Triathlon-10K Run and Ellensburg Sprint Triathlon (Ins.Rev.)

Mandy Buchholz,

Thank you for submitting a service request. We hope the service was completed to your satisfaction.

We have closed this request. If you need anything else, please submit another request or [renew this request](#).

Note: This email was sent from an unmonitored account. Please do not reply to this email. To respond, please update your service request on CAMAS using the link below.

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### Request #29795 - Special Event Applications - Whisky Dick Triathlon-10K Run and Ellensburg Sprint Triathlon (Ins.Rev.)

#### Initial request:

Good Afternoon, Our office received two Special Event applications (1) to hold the Whisky Dick Triathlon and WD 10K Run to be held one Sunday July 26, 2015 and the second one is for the Ellensburg Sprint Triathlon to be held on Saturday July 25, 2015. I will be placing this request on the May 19, 2015 Commissioner Agenda for the Board's consideration. Please submit your departments recommendation to me no later than May 5, 2015 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 week!

#### Latest update:

Neil Caulkins 4/20/2015 2:57:58 PM

#### Resolution:

Seems fine.

#### Status:

Closed

#### Assigned to:

Neil Caulkins

#### Priority:

Soon

#### Due date:

5/5/2015 5:00:00 PM

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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.

message id: 38eb45916c6dcdbdac24bb8719d004a14



# KITTITAS COUNTY FIRE MARSHAL'S OFFICE

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

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

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April 20, 2014

Board of County Commissioners  
205 W. 5<sup>th</sup> Street  
Ellensburg, WA 98926

Re: Ellensburg Sprint

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 by my department.

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



## **KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS**

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### **MEMORANDUM**

**TO: Board of County Commissioners**

**CC:**

**FROM: Road Forman (Ryan Berge)**

**DATE: 4/21/15**

**SUBJECT: Ellensburg Sprint Triathlon**

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I have reviewed all of the information regarding the Ellensburg Sprint Triathlon which is scheduled for July 25th 2015 from 6:00-1200 p.m. I want to clarify that all County roads will remain open for all local traffic. Other than that I do not foresee any problems that could arise on our part.

I recommend approving this event based on the following criteria:

- 1) Local Advertisement in the Daily Record/radio/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  
Road Forman  
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

April 28, 2015

Kittitas County Board of County Commissioners  
205 West 5<sup>th</sup> Ave., Suite 108  
Ellensburg, WA 98926

Re: Event Application – Ellensburg Sprint Triathlon & Carey Lake 5K Run

Dear Board of County Commissioners,

The Sheriff's Office recommends approval of the Ellensburg Sprint Triathlon & Carey Lake 5K Run on July 25, 2015.

The Sheriff's Office will be providing Reserve Deputies and regular Patrol Deputies to assist.

The applicant will need to contact the Sheriff's Office to complete an Off Duty Contract Form for traffic control.

Sincerely,

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

Gene Dana,  
Sheriff



## Memo

**TO: Kittitas County Board of County Commissioners**

**FROM: Holly Myers, Environmental Health Supervisor**

**DATE: May 7, 2015**

**SUBJECT: 2015 Ellensburg Sprint Triathlon Event Application**

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The Ellensburg Sprint Triathlon Event applicant, Deanna Muller, will need to submit a temporary food permit application for the date of the event at least two weeks prior to the event to avoid late penalties.

Therefore, contingent upon the issuance of a temporary food permit, the applicant will have met all the requirements of the Kittitas County Public Health Department prior to the date of the event including:

- Bathroom Facilities
- Garbage
- Food Service

Please recommend for approval.

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

cc: Julie Kjorsvik, Clerk of the Board

Mandy Buchholz, Deputy Clerk of the Board