<table>
<thead>
<tr>
<th>DATE:</th>
<th>2/21/06</th>
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<tbody>
<tr>
<td>TIME:</td>
<td>9:50 a.m.</td>
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<tr>
<td>COMMISSIONERS PRESENT:</td>
<td>David Bowen, Alan Crankovich, Perry Huston</td>
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<tr>
<td>DEPARTMENT:</td>
<td>Fair</td>
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<tr>
<td>DEPARTMENT HEAD:</td>
<td>Sande DeSalles</td>
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<tr>
<td>OTHERS PRESENT:</td>
<td>Police Chief Bob Ritchey; Officer Ross Green; Megan Calais</td>
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<tr>
<td>TOPIC:</td>
<td>Continue discussion regarding Security and Alcohol</td>
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<tr>
<td>DISCUSSION:</td>
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<td>ACTION:</td>
<td>CONTINUED ON THE NEXT AGENDA SHEET</td>
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BOCC Study Session  
Tuesday, February 21, 2008  
9:40 -10:10 am

Expected Attendance:  Sande De Salles, Kathryn Anderson, Sheriff Gene Dana, Ellensburg  
Police Chief Bob Richey, Officer Ross Green, Washington State Liquor Control Board  
Officer Michael Flippo

**Topic I**

Traditionally the Kittitas County Fair (Kittitas Valley Event Center) requires event or private  
party lessees who serve alcohol to obtain a Banquet Permit. Recently the Event Center/Fair  
Program Director reviewed the requirement with Michael Flippo, Washington State Liquor and  
Tobacco Enforcement Officer. Officer Flippo advised KVEC/Fair Program Director that KVEC  
is not following the correct administrative procedure.  
1. A Banquet Permit is required to allow the service and consumption of liquor at a private,  
invitation only banquet or gathering in a public place or club.  
2. A Special Occasion License is issued to a not for profit society or organization, to sell  
spirits, beer, and wine by the individual serving for on-premises consumption at specified  
date and place. The fee is $60 per day, per location.

**Recommendation**

The Kittitas Valley Event Center/Fair Program Director will revise contracts to stipulate the  
correct permit or license. Furthermore, staff will advise contracted lessees of upcoming  
organized events that they will be required to acquire the correct license.
**Topic II**

Security coverage for off-season events and private parties that serve alcohol

**Discussion**

Kittitas Valley Event Center’s current policy stipulates that lessees who serve alcohol at either an event (examples: Western Art Show, Spirit of the West Cowboy Gathering, Chamber/Rotary Auction, Rigadoon Dance, private receptions, parties, etc.) must make arrangements with the Kittitas County Sheriff’s office for security coverage. The lessee can expect to pay $35 an hour for an off-duty officer to be on site during an event.

The ability for off-duty officers to cover events and private parties has been problematic. Therefore, the Fair Program Director has researched other possibilities to insure security coverage during events in which alcohol is served.

Some organizations have complained that the burden of obtaining security is too expensive and/or a difficult process.

**Option I**

Continue with current program.

**Option II**

Include Ellensburg Police as a resource for off-duty officers. In a brief conversation Ellensburg Police Chief noted that the pool for off-duty officers is limited. Furthermore questions regarding L&I, liability, and authority of off-duty officers must be considered. The Police Chief suggested that the KVEC could set up a system in which the Ellensburg Police Department is contracted to provide service at $50 an hour. This service could be used as a back-up service if the Sheriff’s Department is unable to cover events and/or private parties.

**Option III**

Contract with CWI Security Service (this is the same security service that is contracted for Kittitas County Fair & Ellensburg Rodeo). The lessee wishing to rent the facility would be required to have security; however, the Event Center would contract the service and payment for services would be handled through the County voucher system. CWI fees: $18.75 per hour/minimum 4 hour service; $25 per hour/minimum 4 hour service for holidays. The fee would be included in the Kittitas Valley Event Center contract, and the fee would be added to, but not included in the required facility deposit fee. The lessee would be required to be pay security fee and facility deposit prior to confirmation of event or private party.

**Option IV**

Seek an outside organization (example: RSVP) to create a pool of trained members (training provided by Washington State Liquor Enforcement) to act in the capacity of “monitors” during and event or private party. The lessee would be the contracting agent with the organization. The lessee would expect to pay a fee and provide proof of agreement to the KVEC. This program would be modeled after Central Washington University’s “monitor” program. No organization has been contacted to date to discuss this option.