



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: 2017-1229 Date: 02/27/2017

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

Check Amount: \$200.00

Cash Amount: \$0.00

Other Amount: \$0.00

Total Amount: \$200.00

Deputy: AMYC Receipt Type: CHK

Template:

Comments:

CSR 2017-857

SPECIAL EVENT APPLICATION GRAN FONDO ELLENSBURG - JAKE MAEDKE

<u>FundCode</u>	<u>GlCode</u>	<u>Description</u>	<u>Amount</u>
001	1632171	SPECIAL EVENTS FEE	\$200.00
Total Amount:			\$200.00

Kittitas County Treasurer's Office

Submitted By: AMY CZISKE

RECEIVED

FEB 27 2017



Kittitas County, Washington

BOARD OF COUNTY COMMISSIONERS

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KITITAS 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

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: Gran Fondo Ellensburg

Date(s) of event: 6-11-17

Hours of operation: 8:00 am - 5:00 pm

Description of the event: 88 mile bicycle ride

Has this event taken place before? ☒ Yes No Dates: June 12, 2016

Estimated attendance: 100

How is your event being publicized? www.rideviciouscycle.com

Please attach any flyers, posters, etc. with your application submission.

Contact Information

Name of the organizer/contact person: Jake Maedke

Address: 139 E SW Ephrata, WA 98823

Phone number(s): (509) 750-0977

Email address: ephratabikes@gmail.com

Date of birth of applicant: 10-14-77

Emergency contact name(s) and phone number(s) that can be contacted during the event:

Phone Number



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? \$70

January 06, 2017

Kittitas County Commissioners
205 West 5th, Suite 108
Ellensburg, WA 98926

RE: Requesting a waiver to the Penal Bond – Bond of Indemnity

Dear Kittitas County Commissioners:

On behalf of Vicious Cycle Events Inc., we are requesting a waiver to the \$5000 Penal Bond-Bond of Indemnity.

We don't anticipate any damage to any county roads during this Gran Fondo Ellensburg Bicycle Ride. We have done several bicycle rides throughout different counties in Washington and have had zero problems with damage. We have worked with Grant, Douglas, Chelan and Klickitat counties as well as the DOT and Department of Fish and Wildlife utilizing their roads for the purpose of these bicycle rides. There are between 100-200 riders on the road spread out over the course of approximately 7 hours for an 88 mile bike ride.

All riders will be advised to obey all traffic laws.

We appreciate your consideration.

Sincerely,



Jake Maedke

Vicious Cycle Events Inc.

Vicious Cycle Events Inc.
139 E ST SW
Ephrata, WA 98823

509-750-0977

January 06, 2017

Kittitas County Solid Waste Department
205 West 5th, Suite 108
Ellensburg, WA 98926

RE: Solid Waste Plan for Bicycle Event

Dear Kittitas County Solid Waste Department:

This letter is to inform you of our Garbage/Recycling plan for the Gran Fondo Ellensburg scheduled to take place on June 11th.

All refuse generated from the Bicycle event will be picked up and disposed of by the event Director. There will be a follow vehicle that will be picking up refuse at the end of the event.

Recyclable water bottles and/or cans will be collected and recycled by the event Director.

Sincerely,



Jake Maedke

Vicious Cycle Events Inc.

Vicious Cycle Events Inc.
139 E ST SW
Ephrata, WA 98823

509-750-0977

Vicious Cycle Events Medical Plan

EVENT Gran Fondo Ellensburg

DATE June 11, 2017

1. Will there be an EMT or ambulance on site? Yes X No
If not on site, how will emergency medical staff be notified?
 Pay Phone X Cell Phone Radio Other:
2. Are there event staff or certified volunteers with Red Cross First Aid training? Yes No
If yes, what training? X Basic Advanced - Identify staff: Karen Maedke/Ruth Lamb
3. Is there a First Aid kit on site? X Yes No
4. Will police or security services be on site? Yes X No
5. Will emergency medical staff at event site be clearly identified? X Yes No
6. First aid and emergency medical stations identified? X Yes No
7. Does course design allow easy access for emergency vehicles? X Yes No
8. Describe emergency medical transportation? Ambulance
9. City/Location of nearest hospital: Kittitas Valley Hospital- Ellensburg WA
10. Distance from event: 30 Miles 30 Minutes
11. Has hospital been notified of the event? X Yes No
12. Is emergency air transportation available? X Yes No
Response time: NA Minutes
13. How will air transport be notified? X Phone Radio X EMT
14. What is the plan for suspending or postponing the event if a serious injury occurs?
Riding will be suspended until the injured rider is safely removed from course

NOTES:

HOSPITAL PHONE NUMBER: 509-925-8472

AMBULANCE PHONE NUMBER: 509-962-7275

POLICE/SHERIFF PHONE NUMBER: 509-962-7527

ADDITIONAL INFORMATION:

"Sag Wagon's" will be carrying a first aid kit as well as each of the "Aid Stations"



Gran Fondo Ellensburg: June 11, 2017

Kittitas County Roads:

Dry Creek Rd
McManamy Rd
WA 10
Airport Rd
Westside Rd
Woods and Steele Rd
Mohar Rd
Upper Peoh
Thorp Prairie Rd
East Taneum Rd
Thorp Highway
Gladmar Rd

Course map can be seen online at:

http://ridewithgps.com/routes/6833060?privacy_code=qzktW4qs0qacWhZC

Gran Fondo Ellensburg

0		GO!	Start on Dry Creek Rd	0
3.2	→	Right	Turn right onto US-97 N	3.3
0.1	←	Left	Turn left onto McManamy Rd	3.3
1.9	→	Right	Slight right onto WA-10 W	5.2
14.3	←	Left	Turn left onto WA-10 W/WA-970 W	19.5
0.1	→	Right	Turn right onto Airport Rd	19.6
3.5	→	Right	Turn right onto E 1st St	23.1
0.4	→	Right	Turn right onto N Short Ave	23.5
0.1	←	Left	Turn left onto E 3rd St	23.6
0.9	←	Left	Turn left onto N Pennsylvania Ave	24.6
0.3	→	Right	Turn right on Railroad Ave	24.9
0.3	←	Left	Turn left on So Cle Elum Way	25.2
1.2	→	Right	Turn right onto Madison Ave	25.9
0.2	←	Left	Turn left at the 2nd cross street onto 6th St	26.0
0.1	→	Right	6th St turns right and becomes Marie Rd	26.2
0.1	↑	Straight	Continue onto Westside Rd	26.3
2.0	→	Right	Turn right to stay on Westside Rd AID 1 on LEFT	28.3
1.6	←	Left	Turn left onto Woods and Steele Rd	29.9
0.7	←	Left	Turn left onto NF-4510	30.6
5.0	→	Right	AID 1.5 on RIGHT	35.6
14.9	←	Left	Slight left onto NF-3300	45.5
1.8	→	Right	Slight right to stay on NF-3300	47.3
9.2	→	Right	AID 2 on RIGHT	56.5
0.1	←	Left	Turn left onto NF-133	56.6
1.9	→	Right	Turn right onto NF-119	58.5
2.0	←	Left	Turn left onto NF-3350	60.5
6.5	↑	Straight	Continue onto Westside Rd AID 3 on RIGHT	67.0
0.1	↑	Straight	Continue straight onto Mohar Rd	67.1
2.0	→	Right	Turn right onto Upper Peoh Point Rd	69.2
5.7	↑	Straight	Continue onto Thorp Prairie Rd	74.9
7.4	←	Left	Turn left onto E Taneum Rd	82.3
2.6	→	Right	Turn right onto Thorp Hwy	85.0
2.2	←	Left	Turn left onto Gladmar Rd	87.2



Sani-cans will be provided and maintained by Brown and Jackson for Gran Fondo Ellensburg. There will be four at Mt Stuart Elementary school and 1 on the course at the intersection of Westside Rd and FS3300. We anticipate 100 participants and this has proven to be a successful san-can plan based on previous experience.