

**KITTITAS COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA STAFF REPORT**

**AGENDA DATE:** May 2, 2017

**ACTION REQUESTED:** Request to Approve a Special Event Application to hold the annual Manastash Metric Bike Ride event on October 7, 2017.

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**BACKGROUND:** The Commissioners office received a Special Event application from Carol Findley on behalf of Central Washington University and the Retired Senior Volunteer Program, to hold the annual Manastash Metric Bike event on October 7, 2017.

**INTERACTION:** The applicant is also requesting a waiver to the following:

**Kittitas County Code Chapter 5.20.100 – Penal Bond – Bond of Indemnity** - The applicant has provided proof of insurance and believes that it should be adequate coverage, since their ride has proven to have no effect on the roads in the past.

The applicant will **not** need a waiver to **Kittitas County Code Chapter 5.20.160 – Closing Hours** since their event is scheduled to begin at 7:30 a.m. (with staging at 6:00 a.m.) and according to the County Code, events shall not be open to the public before the hour of 7:00 a.m.

The permit fee has been paid and Staff has routed the application and received a recommendation of approval from the following departments: Sheriff, Public Works, Solid Waste, Prosecutor, Public Health & the Fire Marshal.

**RECOMMENDATION:** Approve holding the annual “Manastash Metric Bike Ride – The Drier Ride” event on October 7, 2017 and to grant a waiver to Kittitas County Code Chapter 5.20.100.

Since Ms. Findley has provided proof of 501C3. Please note that after discussion with the Auditor’s Office she will just need to go on-line to file that exemption.

DPW- See Memo and also note - Local Ad in Daily Record/radio/physical posting two weeks in advance from date of event.

**HANDLING:** Staff will notify the applicant of the Board’s decision & send a copy to the Sheriff, Public Works, Public Health, Solid Waste, Fire Marshal, Prosecutor, Code Enforcement, Treasurer, Auditor & KITTCOM.

**ATTACHMENTS:**

Special Event Application/Receipt/Ins.  
Memo's from County Departments  
Proof of 501C3

**LEAD STAFF:**

Mandy Buchholz, Deputy Clerk of the Board