



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

August 22, 2017

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

Re: Event Application – Huffman Farms Pumpkin Festival
throughout the month of October 2017

Dear Board of County Commissioners:

The Event Application for Huffman Farms Pumpkin Festival to be held throughout the month of October 2017 should have no impact for law enforcement.

Therefore, I have no issues and recommend approving their application.

Sincerely,

A handwritten signature in black ink, appearing to read "Gene Dana".

Gene Dana,
Sheriff

Mandy Buchholz

From: Holly Myers
Sent: Tuesday, August 22, 2017 9:29 AM
To: Mandy Buchholz; Robin Read
Cc: Melissa Schumaier
Subject: Re: Huffman Farms Special Event Application - Please Review

Based on in the details provided in the application and in follow up telephone conversations with the applicant, this event will meet the requirements set forth by Kittitas County Public Health Department.

Sent from my iPhone

On Aug 17, 2017, at 10:42 AM, Will Schwab <will.schwab.ph@co.kittitas.wa.us> wrote:

<image001.jpg>

Whoops, my mistake. We do have their permit on file....it was just created under Eden and not found in SmartGov.

Sorry for the mix up,

William Schwab

Environmental Health Specialist I
Kittitas County Public Health Department
507 N Nanum St Suite 102
Ellensburg, WA 98926
P: 509.933.8225
F: 509.962.7052
www.co.kittitas.wa.us/health
Will.Schwab.ph@co.kittitas.wa.us

From: Will Schwab
Sent: Thursday, August 17, 2017 8:40 AM
To: Holly Myers; Melissa Schumaier
Subject: RE: Huffman Farms Special Event Application - Please Review

I only see these things:

The document says that a TFE application has already been submitted, but I have not seen it. Once they submit this application, we can go over their food flow for safety practices. Also states that the raw meat concessions are cooked off-site at a commercial kitchen and prepped on-site, so we will need a copy of their commissary kitchen agreement form signed by both parties.

They submitted a floor layout of the entire property....do we need them for the internal structure E (BBQ Shack) and structure F (Prep Kitchen) for review?

They stated that there would be limited water supply on the back 30-acres and would need to fill some holding tanks from the house.....they are on an approved water system?

This is all I can think of from reading the document, however, there will be more questions once a complete menu is submitted. I also recommend that they draft up a current menu for us to have on file at the office.

Please let me know what you think,

William Schwab

Environmental Health Specialist I
Kittitas County Public Health Department
507 N Nanum St Suite 102
Ellensburg, WA 98926
P: 509.933.8225
F: 509.962.7052
www.co.kittitas.wa.us/health
Will.Schwab.ph@co.kittitas.wa.us

From: Holly Myers
Sent: Wednesday, August 16, 2017 11:50 AM
To: Melissa Schumaier; Will Schwab
Subject: FW: Huffman Farms Special Event Application - Please Review
Importance: High

Please take a look at this event and let me know if we have any conditions to include in our approval.

Holly R Myers
Environmental Health Supervisor
Kittitas County Public Health Department
P-(509)962-7005
Holly.myers@co.kittitas.wa.us
publichealthisessential.org

From: Mandy Buchholz
Sent: Thursday, August 10, 2017 8:46 AM
To: Mark Cook; Lucas Huck; Ryan Berge; Josh Hink; Dan Carlson; Patti Johnson; Clinton Van De Venter; Holly Myers; Robin Read; Gene Dana
Cc: Judy Pless
Subject: Huffman Farms Special Event Application - Please Review
Importance: High

Good Morning,

Our office received a Special Event application from Hillary Huffman for the Huffman Farms Pumpkin Festival to be held throughout the month of October (see attached for specific days/times).

I plan to place this request on the September 5, 2017 Agenda for the Boards consideration.

Please submit your departments recommendations to me no later than August 23, 2017.

If there are still outstanding issues, please indicate those in writing.

For specific questions regarding the event I would ask that you contact the applicant directly.

Again, thank you and have a great rest of your week!

Mandy Buchholz, CMC

Deputy Clerk of the Board II | Kittitas County Commissioners Office

205 West Fifth Street Suite #108

Ellensburg, WA 98926

509-962-7508 (Office)

509-962-7679 (Fax)

<http://www.co.kittitas.wa.us/>

<image002.png>

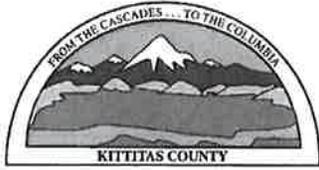
“Try to be a Rainbow in Someone’s Cloud” ~ Maya Angelou

Notice: Email sent to Kittitas County may be subject to public disclosure as required by law

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KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

Mark Cook, PE Director

MEMORANDUM

TO: Kittitas County Board of County Commissioners

FROM: Lucas Huck P.E. County Engineer 

DATE: August 15, 2017

SUBJECT: Huffman Farms Pumpkin Festival

Looking at the maps and parcel data provided it appears that all event parking and traffic impacts can be maintained within the private property of the Huffman Farm West of the KRD canal. The access to the property would come off of Wilson Creek Rd, which is a County road. The applicant would be required to ensure that no unmitigated adverse impacts to the traveling public along Wilson Creek Rd will occur from this proposal. With the increase in traffic entering Wilson Creek Rd from the private driveway Public Works suggests that deployment of a temporary stop sign at the exit of the private drive be considered.

Additionally Public Works will require that a load rating is provided for the private bridge over the canal. The structural capacity is unknown and verification that fire life safety equipment and public transportation vehicles like busses will be supported is prudent.

Kittitas County Public Works would recommend approval following the applicant's narrative which indicates the event parking, and traffic control will take place on private property in a manor to not adversely affect public rights of way.

Please feel free to contact Kittitas County Public Works with any additional questions you may have at 509-962-7523.



Kittitas County Solid Waste Programs

925 Industrial Way, Ellensburg, WA 98926

Telephone: (509) 962-7542

Fax: (509) 962-7087

August 10, 2017

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 Huffman Farms Events. The event staff has submitted a recycling and garbage plan that meets our satisfaction.

We would like it to show on page 9 for the PDF under the "Garbage/Recycling" section that the event does have a plan for garbage and recycling.

*(request that the applicant
check the box)*

Please contact me at [509] 962-7577 if you have any questions.

Thank you,

Clinton Van de Venter

Clinton Van de Venter
Household & Hazardous Waste Supervisor
Kittitas County Solid Waste

Mandy Buchholz

From: no-reply_ServiceRequests@co.kittitas.wa.us
Sent: Thursday, August 17, 2017 9:53 AM
To: Mandy Buchholz
Subject: Prosecutor Service Request | 40311 | Special Event Application - Huffman Farms Pumpkin Festival 2017

Mandy Buchholz,

We have made an update to your service request.

A copy is displayed below. As we continue to work on your request you will receive additional notifications.

Please review the issue fields as they may contain a request for something necessary to continue working on the 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.

Request #40311 - Special Event Application - Huffman Farms Pumpkin Festival 2017

Initial request:

Good Morning, ** Ins. is coming ** Our office received a Special Event application from Hillary Huffman for the Huffman Farms Pumpkin Festival to be held throughout the month of October (see attached for specific days/times). I plan to place this request on the September 5, 2017 Agenda for the Boards consideration. Please submit your departments recommendations to me no later than August 23, 2017. If there are still outstanding issues, please indicate those in writing. For specific questions regarding the event I would ask that you contact the applicant directly. Again, thank you and have a great rest of your week!

Latest update:

I cannot recommend approval at this time as no insurance certificate or endorsement has yet been provided. On a related note, I notice Ms. Huffman used the old event permit application form which does not include the requirement to provide the endorsement.

Christopher Horner 8/17/2017 9:52:58 AM

Status:

Open

Assigned to:

Christopher Horner

Priority:

Soon

Due date:

8/23/2017 5:00:00 PM

[Update or cancel your request](#)



KITTITAS COUNTY FIRE MARSHAL'S OFFICE

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

Office (509) 962-7000 Fax (509) 962-7682

August 18, 2017

Mandy Buchholz
Deputy Clerk
Board of County Commissioners Office

Re: Huffman Farms Pumpkin Festival

Dear Mrs. Buchholz:

Upon review of the above permit application, I have the following comments/requirements;

- A separate Event Permit along with an appropriate site plan is required for this event. A fee of \$165.00 plus a \$110.00 issuance fee shall be submitted with the Fire Marshal's Office Event Permit application.
- All structures shall have a minimum of one 2A-10B:C fire extinguisher readily available for use. Any LPG tank shall be secured to prevent displacement.
- Please be aware of general trip hazards from extension cords. Also, extension cords may not be piggy-backed/daisy-chained together.
- Parking shall be such that fire apparatus access is maintained at all times.
- The fire apparatus access roads shall remain free from obstructions.
- Please ensure that all required permits have been issued at least 14 days prior to the event.

The intent of the International Fire Code is to provide a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions. The requirements listed above offer a reasonable level of fire and life safety protection for this project. Any questions or concerns regarding fire service features or the comments listed above may be directed to the Kittitas County Fire Marshal's Office at (509) 962-7000.

Sincerely,

Josh Hink
Fire Marshal