

**KITTITAS COUNTY
EC STUDY SESSION MINUTES
BOCC CONFERENCE ROOM, 205 WEST 5TH ROOM 108 - ELLENSBURG
Regular Meeting**

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| WEDNESDAY | 10:00 AM | February 12, 2020 |
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Board members present: Chairman Brett Wachsmith, Vice-Chairman Laura Osiadacz

Others: Kady Porterfield (Event Center Director), Patti Johnson (Solid Waste and Maintenance Director), Lacie Dawson (Event Center Program Manager)

1. Call to Order At 10:00 a.m. Chairman Wachsmith opened meeting to discuss Event Center business.

2. General Event and Rental Updates

Kady presented updates on current and upcoming events.

- Event Center is busy, Spirit of the West and a new Angus Alliance Bull Sale this week.
- The gate at Western Town needs repaired. Kady is working with Dan Morgan (Rodeo Board) as well as county engineer to safely replace the two large poles that are suffering from dry rot. They have been marked with caution tape to keep people away until repairs can be made.
- Update on Buckaroo Stands/Announcer Booth in Rodeo Arena. Maintenance staff has investigated the possible cause for the booth getting wet. The wetness is not due to a roof leak; there is a condensation issue. Patti stated that the spaces should be sealed and ventilated to prevent further issues. Kady is working with Dan Morgan on solutions and budgetary adjustments for the repairs.
- There was a graffiti incident over the weekend in the women's restroom near Bloom. A police report was made and photos were taken. The bathroom has been repainted.
- Cascade Cow Cutters events are starting soon as well as a lot of our annual big events coming up, so getting ready for that busy kick.
- Patrons in Bloom have been very happy with the footing conditions. Commissioner Wachsmith commented that users are much happier this year.

3. Review Budget Amendment Request for Software

Kady presented the budget amendment request for MAIS software that will cover both booking and accounting functions.

10:12 Commissioner Osiadacz exits meeting

10:13 Commissioner Osiadacz enters meeting

Commissioner Wachsmith stated that if it can be made to be budget neutral, he is in favor of it.

Kady stated that she plans to make the software budget neutral by not filling one of the maintenance positions that are soon to be vacated. Kady and Patti stated that they will work together to utilize County Maintenance staff as needed for repairs beyond the scope of maintenance techs at KVEC. Kady stated that by only filling a seasonal grounds position, it will more than offset the \$2500.00, requested for the amendment. Kady will work with Judy on the budget amendment.

4. Self Promoted Events Business

Kady stated that the tickets went on sale for Patriot Night on Monday. She is working with the City of Ellensburg and as met with other community stakeholders for partnerships.

5. Sponsor Business

Kady will be meeting next week with Chelsea Hajny, Sponsorship Consultant, on returning and new sponsors for Patriot Night.

6. Special Projects

- The Rotary Paver grant application has been turned in. Designs are in progress. Rotary is keeping Kady up to date as things happen.
- Initial discussions have begun for a possible railway project at the fairgrounds. Kady stated that the county would not be providing any funding for the project, it would all be done through Friends of the Fair, if they accept the responsibility. Per Commissioner Wachsmith, the Fair Board has invited all commissioners to come to the Fair Board meeting on March 5th to hear a presentation from the railway group. Per Kady, the rails would be flush with the pavement so as to not cause a trip hazard and still allow vehicles to drive over it. Kady will reach out to other necessary departments so they can work together on any possible engineering issues when it comes to crossing the creek if the railway wanted to cross it.

7. Approve Department of Commerce Grant Contract for Bloom Pavilion Project

Commissioner Osiadacz made a motion to approve the Department of Commerce Grant Contract for Bloom Pavilion. Commissioner Wachsmith seconded the motion. Discussion:

Per Kady and Patti, there was a six week delay due to the historic presentation forms and programs not being available to complete them.

Motion passes 2-0.

8. Presentation of KVEC Director Goal Results

Kady provided updates on the director goals.

- Kady has been working with both the prosecutor's office and risk management on loss mitigation.
 - For larger high-risk events Kady has been working with Stephanie and Lisa to be sure the county is properly covered by contracts and insurance.
 - Event Center staff has implemented new customer policies that will also help with risk-mitigation.
 - There is now an event cut-off time of 11:00pm.
 - Security may also be required for some events, even if alcohol isn't present.
 - Kady has ordered two dumpsters that can be inconspicuously placed near larger events to help meet trash removal clean-up protocols.
 - A system has been set up for scheduling work-ups and special equipment requests for equestrian events. It will help make the events go more smoothly and crew will be able to accomplish other tasks.
- Commissioners Osiadacz and Wachsmith both stated that Kady is doing very well in meeting and exceeding the goals set forth.

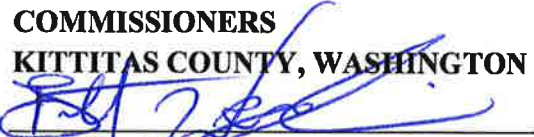
9. Other business

- Getting ready to hire seasonal help
- Kady met with a rep from Senator Murray's office and discussed the Rodeo Seating project. It was well received.
- Discussion of Colockum construction and storage. Per Patti and Kady, there is storage available on NE grounds, the space just needs to be evaluated.

10. Adjourn

Meeting adjourned at 10:37


Kady Porterfield

**KITTITAS COUNTY
COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Brett Wachsmith, Chairman