

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

MONDAY	10:00 AM	February 24, 2025
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Board members present: Chair Laura Osiadacz, Commissioner Brett Wachsmith, Vice-Chair Cory Wright joined meeting at 10:08am

Others: Kady Porterfield (Event Center Director), Amy Cziske (Treasurer, Fair Board Member), Lacie Dawson (Program Manager Event Center)

1. Call to Order 10:00am
2. Citizen Comments (1 min. time limit) None present
3. Approve a Resolution Authorizing the Execution of an Interlocal Agreement with the City of Ellensburg

The Interlocal Agreement (ILA) formalizes an equal partnership between the City of Ellensburg and Kittitas County to maintain, monitor, and preserve the hillside along the southern and eastern boundaries of KVEC. As part of the ILA, boundary line adjustments (BLAs) were implemented to address numerous inconsistencies identified during the review process.

Chris Horner from the Prosecutor's Office drafted the agreement and has been incredibly helpful during this process, as has public works.

Commissioner Wachsmith made a motion to approve the resolution authorizing the execution of an Interlocal Agreement with the City of Ellensburg. Chair Osiadacz seconded, motion passes 2-0

4. Approve a Resolution Ratifying the Approved Amendments to the Bylaws of the Kittitas County Fair Board

The Fair Board reviewed and proposed amendments to their by-laws on August 8, 2024. The amendments were reviewed and approved by the Commissioners at a KVEC Study Session on September 23, 2024. A resolution was not established to accompany the approved by-laws as needed. The resolution will ratify the approved amended Fair Board bylaws from 2024.

Commissioner Wachsmith made a motion to approve the resolution ratifying approval of the amendments to the bylaws of the Kittitas County Fair Board. Chair Osiadacz seconded, motion passes 2-0

5. Sponsorship Program Updates and County Policy

The Fair Board has discussed and decided that the management and responsibility of the Fair's sponsorship program will be under the Fair Board and Kittitas County, not a separate nonprofit.

Kittitas County Treasurer Amy Cziske stated that the county (as an entity, not just the Fair) has been working on a sponsorship policy over the last few years. Cziske stated that other counties have policies and we're working to adapt some of those to Kittitas County. Cziske also stated that Carlson would like to be able to produce a receipt for donations. The Sponsorship and Donation Policy is being proposed for Kittitas County and is in the middle of the review process. It will likely be brought forward at the next management team meeting.

The Fair & Event Center will have their own policy to follow as well. Zempel is currently working on the legal process review of the policies.

Vice-Chair Wright asked if there will be any tax deductions/advantages now that the program will be run by the county instead of a nonprofit? Porterfield stated that there may be some and will be advising people to reach out to their accountant to ask.

The Fair's sponsorship program will follow the new policy as well as any department-specific policies that are created, allowing for consistency on how sponsorships are handled within the entire KVEC Department, provide full transparency on Fair sponsorships, and create new opportunities for collaborations with year-long partnerships. A new relationship agreement with the Friends of the Fair Foundation is being drafted, now that they will not be providing sponsorship services any longer.

6. Fair Security Plan Updates

Ben Kokjer, Fair Board Security Director, and Kady Porterfield met to discuss the security and safety plans for Fair. Options for security firms are being researched, and we will be getting new quotes from new agencies, as well as our past contractor. Local law enforcement partnerships are also going to be reviewed. Trade agreements may be possible with some entities. Due to the stress of safety at large events and possible enhanced security needs, this subject may come up again in the future with a request for a budget amendment.

7. Approve a Fire Panel Replacement Project

During the transition of fire monitoring and service companies, there was an issue not previously relayed about the Bloom Pavilion fire panel being inaccessible by the County as well as Johnson Controls, the company now contracted to complete our fire monitoring and service. KVEC has been receiving numerous calls a day about a communication fault with the panel, but the panel cannot be serviced due to being locked out by Rell's Fire Protection that used to do the fire system service and monitoring.

The solution to fix the panel and regain access to control it requires a full replacement. Johnson Controls has put together a quote to complete this work for a total of \$7,567.52. If this project is

approved, the Auditor's office will prepare a budget amendment, and it will originally be funded through General Fund's Unrestricted Funding. Zack will work on a budget amendment.

Vice-Chair Wright made a motion to approve the fire panel replacement. Motion was seconded by Commissioner Wachsmith. Motion carried 3-0.

8. Rodeo Grandstands Project Update

Patti Stacey and Kady Porterfield have received and reviewed a proposal from ALSC Architects to finish the Rodeo Grandstands project. They are meeting with legal to discuss the old professional services agreement (2015) and confirm next steps in moving forward.

9. Other Business - No Action to be taken

Kady Porterfield spoke with John Fitterer (Ellensburg Rodeo Hall of Fame) regarding a possible field day type of event, to take place June 14th. It would bring together members of the Fair Board, Rodeo Board, Hall of Fame, 4-H and other groups associated with the fair and rodeo. They would also invite the community to come and participate in the events.

Vice-Chair Wright asked how the RV park was progressing and if the money will be able to be spent prior to the expiration of the funds? Porterfield stated that continued negotiations with the City on how to run power lines is holding up current progress. The County has concerns that the City's requests will cause significant increases in the price, scope of work, and liability to the County, as well as create work not directly tied to RV Park improvements.

Vice-Chair Wright inquired if Commissioner Wachsmith has had any meetings with the City in regard to the RV park. Commissioner Wachsmith stated that these developments were new (just came up last week) so he has not had the opportunity to speak with them. Patti is currently working with the City, Commissioner Wachsmith will meet with the city if needed. Porterfield is working to find other things related to the RV park that the grant funding could be used for, if the City takes too long on the power issue.

Vice-Chair Wright asked if Porterfield had contacted EPD in regard to the graffiti? Porterfield left a message last week but hasn't heard back from them yet. The gazebo has been badly tagged, including the concrete. Commissioner Wachsmith asked if there is any video? Porterfield stated the KCSO is working on finding any related footage and will forward it over to EPD.

Meeting concluded at 10:21am.


Kady Porterfield

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Ostadaez, Chairman