

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

MONDAY	10:00 AM	March 24, 2025
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Board members present: Chair Laura Osiadacz, Vice-Chair Cory Wright, Commissioner Brett Wachsmith

Others: Kady Porterfield (Event Center Director), Lacie Dawson (Event Center Program Manager), Bob Eddings (Fair Board President), Amy Czike (Fair Board Treasurer, County Treasurer)

1. Call to Order 10:00am Chairman Osiadacz called the meeting to order
2. Citizen Comments (1 min. time limit) - none
3. Discussion and Decision on Temporary Project Specialist Position:

Per Kady, there have been issues with finding a contractor that is willing to take on the liability of repairing the cabins in Frontier Village. Matt Martin (Frontier Village Director) has been working to get the cabins repaired, there are several that need roof work and log replacements.

Kady has been working with Jeanne to come up with a solution. It was decided that the best and most cost-effective course of action would be to hire a temporary project specialist for 30 days to complete the repairs. Overall, this would be the most cost-effective route and would eliminate the liability issues with an independent contractor. This could possibly become an annual position, as needed to complete specialty carpentry work that the maintenance staff isn't able to complete. Additional background of financial information can be found in the staff report.

Commissioner Wachsmith commented that it's a great idea. Chair Osiadacz asked if it would be difficult to fill the position? Per Porterfield they have already found someone willing to take on the role. Eddings stated it was very hard work to replace two logs just a few years ago.

Commissioners are in support of the plan to add a temporary project specialist for the carpentry work that is needed and gave Kady direction to proceed with posting the position.

4. Approve Chair's Signature on a Memorandum of Understanding between Kittitas County and the Washington Historic Preservation Officer Regarding the Grandstands Reconstruction

ALCS had a lot of information prepared for a MOU with DAHP from 2016, which was still applicable. The consulting tribe and Ellensburg Rodeo have signed the agreement as invited

signatories impacted by the project. Commissioner Wright asked why the tribal sign-off was needed. Per Kady, any project using state funding has to complete a review under DAHP and the local tribes under the Governor's order.

Commissioner Wright made a motion to approve the MOU with Kittitas County and the WA Historic Preservation Officer regarding the grandstands reconstruction. Commissioner Wachsmith seconded the motion. Motion passes 3-0.

5. Approve Professional Services Agreement with Belsaas & Smith Construction for Armory Beam Repairs

Commissioner Wright – is there a time estimate for repair completion? Kady replied that it will hopefully be within 2 weeks.

Commissioner Wright made a motion to approve the PSA with Belsaas & Smith Construction. Commissioner Wachsmith seconded the motion. Motion passes 3-0.

6. Approve an Amendment to a Professional Services Agreement with SCJ Alliance

Kady has been working to identify places that the grant money can be spent before the funding expires (two months – further information in staff report). Commissioner Wright asked where we are at for the overall funding. Per Kady, including the grant, we have approximately \$572,000.

Commissioner Wright made a motion to approve the amendment to the PSA with SCJ Alliance. Commissioner Wachsmith seconded the motion. Motion passes 3-0.

7. Approve the Kittitas County Sponsorship and Donation Policy

Per Kady, Treasurer Cziske has taken the county-wide policy and presented it to the County Management Team. The policy is needed county-wide so departments can take in and receipt donations. Management Team approved of the policy.

Cziske presented the information at the last Fair Board meeting. Commissioner Wachsmith – does the Fair Board know why the policy is being put in place? Eddings/Cziske: yes, explanation on the County need for the policy for auditing reasons was presented and that this has been a discussion item for the last couple years. Some members had a hard time understanding that this is a County-wide policy, not just specific to the fair. The Fair can have their own policies that further specify their sponsorship program, but they cannot be less stringent than this policy.

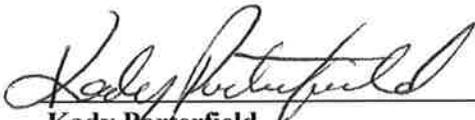
Commissioner Wright made a motion to approve the Kittitas County Sponsorship and Donation Policy. Commissioner Wachsmith seconded the motion. Motion passes 3-0.

OTHER BUSINESS

Kady and Cziske had been discussing the idea of making Monday a free entry day for the Fair. Mondays are traditionally a slow day with about only 1500 tickets sold. It may be more financially beneficial for free admission, as it will likely generate larger commission earnings for the Fair from the vendors and carnival with increased attendance. We would also not need to hire and pay ticket sellers that day, which will help offset the lack of ticket sales. Eddings mentioned that Fair Board directors could be gate greeters for the day. Cziske has spoken with the Fair Sponsorship Director to see if there was someone who would like to sponsor the day.

Commissioner Wright – how would attendance be tracked? Per Kady it would be a combination of rodeo ticket sales and using Placer.ai.

Meeting adjourned at 10:20am.


Kady Porterfield

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Laura Osiadacz, Chairman