

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

<b>MONDAY</b>	<b>10:00 AM</b>	<b>November 24, 2025</b>
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Board members present: Chairman Laura Osiadacz, Vice-Chairman Cory Wright, Commissioner Brett Wachsmith

**Others:** Event Center Director Kady Porterfield, Kittitas County Treasurer Amy Cziske, Event Center Program Manager Lacie Dawson

**1. Call to Order 10:00am**

**2. Citizen Comments (1 min. time limit)** None

**3. Review Proposed Amendments in Kittitas County Sponsorship and Donation Policy**

Treasurer Cziske stated the policy has been worked on since last year. Additions to the policy include instructions on how to receipt a variety of donation types. The proposed updated language was distributed for approval. The amended policy will be presented for formal approval at an upcoming BOCC agenda session.

Commissioner Wright made a motion to accept the sponsorship and donation policy update as written. Commissioner Wachsmith seconded. No discussion. Motion passes 3-0.

**4. Request to Approve Donation Receipt Form for County Department Use**

The Treasurer's Office has created a donation receipt to be used county wide as a tool to help in the proper receipting of monetary donations.

Commissioner Wright made a motion to accept the donation receipt as written.

Commissioner Wachsmith seconded. No discussion. Motion passes 3-0.

**5. Request to Approve an Addendum to the 2025-2034 Agreement with the Ellensburg Rodeo Association**

Kittitas County and the Ellensburg Rodeo Association entered into a facility lease agreement on January 6, 2025. As referenced in Section 20 of the agreement, there would need to be further formalization of the Rodeo's financial participation in relation to the grandstand project.

Addendum No. 1 establishes the Rodeo's financial commitment to contribute a total of \$2,500,000, payable in ten annual installments of \$250,000 beginning January 1, 2026,

APPROVED

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through December 31, 2034. These funds will be restricted for use toward debt service or repayment obligations related to the Grandstands Reconstruction Project.

Additionally, the Addendum amends Section 4 – Rental Fees of the Agreement to clarify that the applicable inflationary adjustment index is the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W), West Region – Size Class B/C, as published by the U.S. Bureau of Labor Statistics.

Commissioner Wright made a motion to approve an addendum to the 2025-2034 agreement with the Ellensburg Rodeo Association. Commissioner Wachsmith seconded. No discussion. Motion passes 3-0.

**6. Request to Approve Chair's Signature on Certificate of Manual Signature**

Treasurer Cziske explained that the approval for the signature on the certificate is for the final closing documents for the loan in relation to the grandstand project.

Commissioner Wright made a motion to approve the chair's signature on the certificate of manual signature. Commissioner Wachsmith seconded. No discussion. Motion passes 3-0.

**7. Request to Approve 2026-2030 Carnival Operations Agreement with Paul Maurer Shows**

Director Porterfield has negotiated a five-year agreement with Paul Mauer Shows with an option for an additional five-year extension. Legal review of the contract has been completed. Contract is for the same commission percentage as the prior contract, but the concession fees were increased and the guarantee has been increased from \$80,000 to \$90,000. Paul Mauer Shows has been a valuable and reliable partner. The Kittitas County Fair is looking forward to the continued partnership.

Commissioner Wright made a motion to approve the 2026-2030 carnival operations agreement. Commissioner Wachsmith seconded. No discussion. Motion passes 3-0.

**8. Other Business - No Action to be taken**

Porterfield stated that there has been another outbreak of the EHV-1 virus. Dawson sent out a notice to users that they can cancel without penalty and any use of the facility would be done at their own risk.

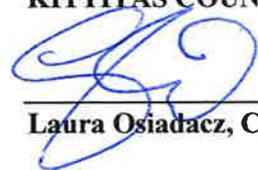
Porterfield was able to secure WSDA Health & Safety grants for barn electrical improvements (\$50,000) and the RV park (\$250,000). She will be applying in the second

round for accessibility walkways and lighting for Frontier Village. The decision on the grant award will be announced after the first of the year.

**9. Concluded** 10:13am

  
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Kady Porterfield

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Laura Osiadacz, Chairman