

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS AUDITORIUM
SPECIAL MEETING**

WEDNESDAY

3:00 P.M.

NOVEMBER 8, 2017

Board members present: Chairman Paul Jewell; Vice-Chairman Laura Osiadacz; and Commissioner Obie O'Brien.

Others: Mandy Buchholz, Deputy Clerk of the Board II; Jill Scheffer, Event Center Director; Jerry Pettit, Auditor; Julie Sorenson, Program Assistant; Kittitas County Fair Board Members: Greg Zempel & Heather Harrell and 2 members of the public.

SPECIAL MEETING

KVEC STUDY SESSION

COMMISSIONERS

At 3:00 p.m. Chairman Jewell opened a Special Meeting to meet with Jill Scheffer, Event Center Director.

Ms. Scheffer presented handouts and stated she had 5 topics that needed to be discussed outside of her normal Study Session due to time sensitivity and/or her needing direction.

FOLLOW UP

INTERNAL RENTAL RATES

EVENT CENTER

Ms. Scheffer presented handouts to the Board. She explained that the Rental Rates were originally on a previous Agenda session with the Board however it was pulled to allow for further time to consider what was being proposed.

There was discussion on what types of groups/committees should be paying and what ones should not. Chairman Jewell stated that the General Fund is not going to be paying to use the facility as it's just moving money from one area of the budget to another within the same fund and that wastes Staff time billing and paying all in the same fund. He stated that to save some time for the Event Center Staff they can have County Staff (whoever is booking it) be responsible for setting up the rooms.

Ms. Scheffer asked the Board to look through the proposed document (Kittitas Valley Event Center Policy and Reduction Rate for County Reservations), and send feedback to her. She was directed to work with Judy Pless, Budget and Finance Director, and Commissioner Osiadacz to finalize the details.

AGREEMENT

DAVIS AMUSEMENTS

EVENT CENTER

The Board directed Ms. Scheffer to put the Agreement between Kittitas County and Davis Amusements onto the next Agenda Session.

REPORT

4-H FACILITY USE REPORT

EVENT CENTER

The Board proposed allowing 4-H to use the old Fair office for their use. They asked Julie Sorenson, Program Assistant to get feedback/input from the 4-H groups and report back on how that offer was received and or any concerns.

RATES

UPDATE RENTAL RATES - KVEC

EVENT CENTER

Ms. Scheffer provided Rental Rates as they currently stand and what's being proposed in 2018. She stated that she collected rates for similar facilities and came up with a competitive number.

The Board asked for additional time to review.

REQUEST

POP TICKETS - CHRISTMAS SALE

EVENT CENTER

Greg Zempel, Fair Board Director stated that Davis Amusements is considering raising their ticket prices. He stated that Davis Amusements has not raised their prices in quite a while. He stated that the Fair Board did some brainstorming and wanted the BoCC to consider allowing a limited time Christmas sale. He said they are thinking they would have no more than 500 tickets available and a location in the Upper County and Lower County to set up for sales. He said there are still some funds in the Fair Board's Advertising Budget and that would be used to promote this sale. He stated that he would like to see this opportunity given before prices are increased.


The Board appreciated the Fair Boards initiative and thinking outside the box and expressed their support for the idea.

OTHER BUSINESS

Ms. Scheffer asked for assistance in how to do a Budget Amendment. The Board directed her to work with Judy Pless, Budget & Finance Director. Ms. Scheffer indicated that she has tried and due to it being Budget time Ms. Pless is swamped and hasn't been able to get back to her. Jerry Pettit, Auditor encouraged Ms. Scheffer to reach out again and or anyone in the Finance Division can help. He stated that their website has a lot of useful tips for the Budget Amendment process as well.


The meeting was adjourned 3:54 p.m.

DEPUTY CLERK OF THE BOARD



11/08/2017 MINUTES

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Mandy Buchholz

Paul Jewell, Chairman